



# **Pullman Parks & Recreation Commission**

## **Special Meeting**

### **September 19, 2018 ~ 6:30pm**

### **Large Conference Room, City Hall**

#### Meeting Agenda

Dueben \_\_\_\_\_ Fereidooni \_\_\_\_\_ Fredrickson \_\_\_\_\_  
Hamilton \_\_\_\_\_ Nazerali \_\_\_\_\_ Schwartz \_\_\_\_\_ Winchell \_\_\_\_\_

- A. Call to Order
- B. Adoption of Agenda
  - 1. Adoption of Minutes from March 7, 2018
  - 2. Adoption of Minutes of Adjournment July 11, 2018
- C. Announcements
  - 1. Senior Center Coordinator
  - 2. Aquatics Center Coordinator
- D. Reports
  - 1. Parks
  - 2. Recreation
  - 3. Aquatics
- E. Old Business
  - 1. Bond Project update
- F. New Business
  - 1. Budget 2019-2020
  - 2. Art Piece at Lawson
  - 3. 5 Year Plan



# Pullman Parks & Recreation Commission

## MINUTES: March 7, 2018

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Rod Schwartz called the meeting of the Pullman Parks & Recreation Commission to order at 6:30 PM. Additional members present included Becky Dueben, Lynda Hamilton, and Matthew Winchell. Staff members present were: Alan Davis, Kurt Dahmen, and Kristin Lincoln (recorder).

### AGENDA/MINUTES:

- a. **MOTION:** Becky Dueben made a motion to adopt the agenda for the March 7, 2018 meeting; Lynda Hamilton seconded. Passed unanimously.
- b. **MOTION:** Becky Dueben made a motion to adopt the minutes from the January 10, 2018 meeting; Lynda Hamilton seconded. Passed unanimously.

### ANNOUNCEMENTS:

- a. None

### REPORTS:

- a. **Parks Report:** (Appendix A: 3-7-18)

Alan Davis presented the Parks Report and highlighted the following:

1. Staff only had a few days of heavy plowing on sidewalks, parking lots and paths.
2. The fence between the City RV Park and University Park has been repaired.
3. Interviews for the Lawson Gardens Horticulturist have gone well and hope to have an offer accepted this week.
4. The Staff is working on removing the holiday lighting. Discussion is occurring regarding having the lights on the trees on Main Street all year long. Possible alternative would be to add sculptures that could house the lights along the street.
5. The Reaney Path lights were repaired with new LED type fixtures.
6. The Staff is preparing to install sculptures along the Grand Ave Greenway.
7. The Military Hill tennis nets have been installed and the tennis team has been shoveling the snow off the courts.
8. The LA 367 Landscape Architecture Design Build Class started working on the Mary's Park Mitigation Garden.

- a. **Recreation Report – Pioneer Center:** (Appendix B: 3-7-18)

Kurt Dahmen presented the Recreation Report regarding the Pioneer Center activities and highlighted the following:

1. January kicked off a number of new programs.
2. Preschool classes are still full.
3. Dance registration is up and Brooke's class is still proving to be a very popular program.
4. Girls' basketball registration is up but still seems low. Boys' basketball registration is slightly up.
5. Fitness classes started back up and the free Tai Chi classes at Summit Therapy are still very popular.

6. We found an instructor to teach Ballroom dancing.
7. RV Park is slow this time of year.

**a. Recreation Report – Senior Center: (Appendix C: 3-7-18)**

Kurt Dahmen presented the Recreation Report regarding the Senior Center activities and highlighted the following:

1. The seniors have been staying close to home because of the weather.
2. The Valentines Dance had to be rescheduled due to bad weather conditions.
3. Staff is working with Senior Center Association to come up with more programs for seniors that could be at the center.
4. The search for Steve's replacement will begin next month.
5. The seniors went to a number of theatre shows and the Titanic exhibit at the MAC Museum.
6. Summer scheduling will be less than usual to give a chance to train the new coordinator.
7. The Irish Feast is this month and the public is invited to attend.

**A. Recreation Report – Aquatics Center: (Appendix D: 3-7-18)**

Kurt Dahmen presented the Recreation Report regarding the Aquatics Center activities and highlighted the following:

1. January Swim Lessons enrollment is up from last year.
2. Membership check-ins have increased from last year by about 500.
3. WEX classes continue to have strong attendance.
4. Membership sales have increased since the new rates took effect.
5. 2017 PAFC Report (Appendix E: 3-7-18)
  - a. 2017 was a slower year mostly due to a decrease in swim lessons, a trend also seen by other area pools but the numbers seem to be rebounding with the New Year. Staff will be taking a look at the last year to see if they can identify why lesson enrollment was down.
  - b. Drop-ins stayed about the same but membership sales were up slightly, especially Senior memberships.
  - c. 2017 saw a decrease in pool rentals.
  - d. Total expenditures were up around \$85,000 mostly from an increase in building rent, supplies, and utilities. IT charges for computer users also increased as did salary costs due to increase in minimum wage.
  - e. Plans to replace HVAC will be a large expenditure this year and staff is working with the school district to pay for it.

**NEW BUSINESS:**

**A. Veterans Memorial: (Appendix F: 3-7-18)**

Alan updated the commission on the status of the veterans' memorial to be located by the City Cemetery. Alan met with Glenn Johnson, Adam Lincoln, Ted Weatherly and the family that owns the land on the west side of Fairmont to talk about securing the land for the development of the memorial. Family is interested in donation and is working with the city to finalize the plan. Biggest concern is to ensure there is still a road that leads to the family's property.

**B. City of Pullman General and Replacement Bonds update:**

Kurt updated the commission regarding the bonds the city put to the voters. Both passed with significant approval.

1. Design West will take the lead in designing the new recreation center and city hall. They have estimated to will take about 18 months before the Recreation Department could move in. Relocation is scheduled for the end of 2019.
2. The Lawson Garden House design is being completed and work is expected to begin in 2019.
3. Prop 2 items are mostly on hold until details of Prop 1 are finalized. However, work on purchasing the mobile stage has begun and hopefully one will be purchased before the end of the year.

**C. Downtown Revitalization / Beautification: (Appendix G: 3-7-18)**

City Council is considering purchasing new benches and garbage cans for downtown. Currently looking at changing the colors from green to black. The green ones currently downtown would be redistributed to other parts of the city. There is also discussion of new planters downtown as well. Full cost would be around \$35,000. Grants are being considered for paying for the updates. Other downtown upgrades are being discussed with Pullman 2040. Other items on the table include wider sidewalks, pedestrian malls, and new light poles.

**D. Commission Work Plan Discussion:**

City Supervisor, Adam Lincoln, has asked that commission develop work plans. The plan would include goals and items that the commission would want to work on in the coming year. The Parks and Recreation department is working on its 5 year plan this year and there is also a committee on Pullman 2040 that is focused on recreation and environment. These items could be tied into the commission work plan. The commission should decide on long term and short term goals. Commission discussed items that could be included but also expressed interest in having Adam meet with them to go over what kind of items he would be looking for in the plan.

**ADJOURNMENT:**

- a. **MOTION:** Lynda Hamilton made a motion to adjourn the meeting; Matthew Winchell seconded. Passed unanimously.
- b. Rod Schwartz adjourned the meeting at 7:42pm.

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Mick Nazerali  
Chairperson

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Kurt Dahmen  
Recreation Manager

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Alan Davis  
Parks Manager

# Pullman Parks & Recreation Commission

## MINUTES: July 11, 2018

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**ADJOURNMENT:**

- A. Meeting adjourned due to lack of a quorum.

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Mick Nazerali  
Chairperson

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Kurt Dahmen  
Recreation Manager

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Alan Davis  
Parks Manager

# Parks Report

March – August 2018

Staff spent considerable time sweeping and re-sweeping sidewalks and paths.

## Park Maintenance Projects:

1. This spring we pruned trees along Clifford Street for Transit, at McGee Park, several birch trees were removed from Sunnyside Park and staff cleaned up fallen braches following several wind storms at City Playfield, Military Hill and Woodcraft Park. As the weather improved we addressed overhang issues at Spring St., South St., Daniel St., Pine St., Whitman St. and Cougar Plaza parking lots. Additionally, we pruned Spruce St., Lark, Orchard, Cove Way, Valley Road, Pro Mall Blvd., the South Grand Ave. waterway, and Fire II. Trees were removed from West Main, Spruce St., the Presidents' Grove and the Well 7 detention pond. Young trees at Military Hill, Terre View, Reaney and Sunnyside were watered regularly and fertilized.
2. Our snow plows and blowers were removed and serviced, sweepers attached, utilized and were then dismantled and replaced with mower decks. Additionally, hand mowers, saws and weed eaters were all prepared and are in constant use.
3. We replaced the electric eyes and lights on the Kamiaken Street Bridge.
4. We removed the cables on the Sunnyside and Kruegel shelter picnic tables before a very busy shelter rental season.
5. Additional 50 amp receptacles were installed in Reaney Park for the Lentil Festival vendors and festivities.
6. The Library, Richie/Well 7 landscapes and various beautification sites along Grand Ave. were cleaned up and under our summer seasonal maintenance routine.
7. The Sunnyside spillway at the upper pond and the shelter ramp were both rebuilt.
8. Addressed graffiti on the Railroad sheds.
9. The Park Shop and outlying facility fire extinguishers were serviced.
10. The winter banners were replaced with Arts and Greenway banners for "Mom's Weekend" and have now been replaced with Lentil banners.
11. General cleanup; including addressing the various downtown planter beds and the effervescence on the Cougar Plaza walls were achieved before WSU Graduation.
12. Staff had to contend with swarms of Box Elder bugs at McGee and we are well into wasp patrol.
13. The flag pole pulley system at City Playfield and the flag pole lighting system at Sunnyside have been repaired.
14. The 21<sup>st</sup> Arbor Day Celebration was held at the Pioneer Center April 16<sup>th</sup> with a great bunch of pre-school attendees.
15. The Harrison Tot Lot entrance wall was rebuilt.
16. Major water breaks were repaired at City Playfield, the RV Park, Military Hill and Lawson Gardens.
17. Staff has been going through irrigation systems; servicing clocks and repairing or replacing valves, heads and nozzles as required.
18. The Lawson Gardens rose and perennial beds have received their spring cleanup and planting of the annual beds was completed.
19. Weed control efforts continue throughout the parks, paths and rights-of-way and will continue throughout the summer and fall.
20. Repairs were carried out on the Terre View building and wall.

## Recreation Projects:

21. Staff did a great job once again taking care of all the maintenance issues surrounding the Annual Aquatic Center Spring Cleanup.
22. The weather cooperated for both the preparation of and the Annual Egg Hunt event itself.
23. Staff worked on outdoor basketball nets and rims at McGee and the Pioneer Center.
24. The 12 spring soccer fields at City Playfield, Kruegel Park, as well as Jefferson and Sunnyside Schools were lined out for use and added to our maintenance schedule. We are presently moving into fall field maintenance.
25. Baseball and softball fields were worked up and hand drags were built for PYBA and placed at all the fields for players to use after practices and games.
26. The annual spring preparations at the Reaney Pool facility went well and the pools operated without much incident. Shutdown is moving along nicely.
27. 6 tons of Turface field conditioner was worked into Thatuna and Kruegel baseball fields and 8 tons into Wiley and Bowman softball fields.
28. Schedules were reworked to provide staffing for game field prep on a daily basis (Sunday – Saturday).
29. Provided maintenance for the PYBA, Girl's and Co-ed Tournaments.
30. Installed the Harrison shade cover.
31. Staff rebuilt the Reaney horseshoe pits.
32. Staff continues to prepare for Concerts in the Parks and the Friday Night Movies.
33. Staff installed mats under the swings at Sunnyside and McGee as well as replenishing the mulch at Reaney, Sunnyside, Terre View, Harrison and McGee.
34. Staff rebuilt the Reaney clatter-bridge and installed a new spring animal (frog).

## Cemetery Projects

1. Staff continued selective pruning, grading to remove pot holes and completed the removal of gravel from the road shoulders.
2. We handled three cremains and one baby burial in March, 2 cremains and one earth burial in April, two cremains and one double-deep burial in May, 1 cremation and 1 burial in June and three cremains and one earth burial in July. In August we had 4 cremains, 1 baby burial, 1 double-deep and two regular burials.
3. All staff pulled together to have the Cemeteries looking great for Memorial Day
4. The disturbed ground from the fall installation of the new niche and the resetting of the fountain was reworked and seeded.

## Other Projects

1. A number of garbage and vegetation ordinance issues were addressed.
2. The LA 367 Landscape Architecture Design Build Class that started on the Mary's Park Mitigation Garden January 30<sup>th</sup> by meeting on site and staking the footprint has now ordered and installed the interactive signage. They have already developed the path system (graded, rocked and mulched). An early dedication was held on May 1<sup>st</sup>.
3. The Greenway irrigation plans for the Chamber Presidents' Grove extension and the Daisy and Grand site have been completed.
4. Our new Horticulturist started April 2<sup>nd</sup> and started right off, getting busy in the greenhouse starting the annuals for the Lawson Garden 2018 display. She has done a great job keeping up with all the yearly tasks.

5. Greenway sculptures (Richie & Grand, Chamber Presidents' Grove and Daisy & Grand) were installed prior to Art Walk and the City's 130<sup>th</sup> celebration.

### **Ongoing /Upcoming:**

1. Staff met with Police, Public Works, Planning and our Attorney to review ordinance changes for over occupancy, overhanging vegetation, garbage service, litter, street trees and nuisances and how we might make enforcement more proactive.
2. The north end Entrance Sign site has been graded, the trees removed, the bank planted, waddles installed and the foundation boxes constructed. The weather had hampered our efforts to move forward, but we were able to pour footings and construct the block columns. The rock façade has been ordered and we are presently having the sign wrapped in preparation for installation.
3. Our City Attorney is reviewing the contract and work proposal for The Phoenix Conservancy's contract/work proposal for native plant propagation at Conservation Park.
4. Staff is working with Pullman 2040 on their identified category, "Inventory for renewal/replacement of parks" which was made be available at the Lentil Festival for review and comment and will be available for further review during this falls Open Houses for the Parks & recreation Five Year Plan.
5. Fencing improvements have been completed at City Playfield, Kruegel and the Upper Quann field.
6. Planter boxes for downtown have been fabricated, planted and placed along the street.
7. Additional furniture (benches and cans) have arrived and are being placed out.
8. Staff picked up litter, weeded the beds and swept the Daniel Street and Pine St. parking lots in preparation for striping.
9. We are presently dealing with an upswing of vandalism of city property.

# Recreation Report

## Pioneer Center

March 2018

<b>DISCOVERY ZONE:</b>	<b># of Participants</b>	<b>Total Attendance</b>
Art Workshop	11	44
Pullman Civic Theatre: Kid's Theatre Camp	6	30
Preschool	64	640
Science Classes: It's All In An Egg	3	3
Science Classes: Science Week	7	35
Staccatos Music	2	20
Tutoring With Jamie	2	14
<b>YOUTH SPORTS:</b>		
Soccer: Pee Wee	59	354
Soccer: K-5th	231	4,851
Soccer: Middle School	59	1,416
Volleyball: 2nd-5th	49	1,029
Basketball: Mini Hoops (3-5 yr olds)	32	192
<b>GENERAL RECREATION:</b>		
Intermediate English For International Speakers	3	12
Needle Felting-Sculpting With Wool	4	16
<b>ADULT SPORTS/FITNESS:</b>		
Fitness – Morning Yoga	5	75
Fitness – Tai Chi For Health	29	116
Fitness – Pilates	26	468
Fitness – Step & Sculpt	7	147
Fitness – Yogatopia	7	154
<b>Total # of Participants</b>	<b>606</b>	<b>9616</b>

- 49 programs offered
- 5 program cancelled
- 10.20% cancellation rate (15-20% is target)

<b>FACILITY RESERVATIONS:</b>	
RV Sites (# of nights)	43
Park Shelters (# of Rentals)	2
Pioneer Center	5
<b>Total # of Reservations</b>	<b>87</b>

# Recreation Report

## Pioneer Center

April 2018

<b>DISCOVERY ZONE:</b>	<b># of Participants</b>	<b>Total Attendance</b>
Spring Break Camp: PCT Kid's Theater	11	55
Nerf Rival	9	9
Spring Break Camp	10	50
Spring Break Camp: Stream Adventures	15	75
Preschool	64	640
Cooking With Jamie	4	24
Art With Holly	3	18
All About The Elements	11	11
Staccatos Music	3	30
Tutoring With Jamie	2	14
<b>YOUTH SPORTS:</b>	<b># of Participants</b>	
Softball: Juniors (3rd-5th Gr)	29	696
Soccer: Seniors (6th-8th Gr)	24	576
Pitch, Hit & Run	26	26
PHS Baseball Camp	22	66
<b>GENERAL RECREATION:</b>	<b># of Participants</b>	
Pediatric First Aid & CPR	6	6
Mantis Martial Arts	3	10
<b>ADULT SPORTS/FITNESS:</b>	<b># of Participants</b>	
Fitness – Tai Chi	13	65
Softball – Men (6 teams)	90	1,440
Softball – Women (3 teams)	45	495
Softball – Coed (16 teams)	240	2,400
<b>Total # of Participants</b>	<b>621</b>	<b>6,706</b>

- 29 programs offered
- 7 program cancelled
- 24.14% cancellation rate (15-20% is target)

<b>FACILITY RESERVATIONS:</b>	
RV Sites (# of nights)	136
Mary's Park (# of nights)	23
Tent Sites (# of nights)	15
Park Shelters (# of Rentals)	15
Pioneer Center	10
<b>Total # of Reservations</b>	<b>199</b>



# Recreation Report

## Pioneer Center

June 2018

<b>DISCOVERY ZONE:</b>	<b># of Participants</b>	<b>Total Attendance</b>
Summer Game Club	5	5
Scott's Bike Camp (2)	33	165
Palouse Discovery Science Center: Beginning Robotics	8	32
Adventure Camp: WA DC	8	40
Adventure Camp: Washington State	14	70
Explorer Camp (2)	25	125
Gymnastics	5	15
Horse & Pony Camp	8	40
Dungeons & Dragons Game Days	4	4
Babysitting Basics	12	12
<b>YOUTH SPORTS:</b>	<b># of Participants</b>	
Skyhawks: Soccer/Swim Combo	11	55
Skyhawks: Baseball/Swim Combo	8	40
Greyhound Boys Basketball Camp	26	52
Pee Wee Sports Camp	30	180
Girls Softball Tournament (26 Teams)	312	624
<b>TEEN BREAKAWAY</b>	<b># of Participants</b>	
Raptor Reef & Triple Play	10	10
<b>ADULT SPORTS/FITNESS:</b>	<b># of Participants</b>	
Fitness – Intro To TaiChi	9	45
Fitness – Morning Yoga	4	72
Yogatopia	7	112
Fitness – Zumba Gold	5	100
Fitness – Zumba	20	336
Coed Soccer (6 Teams)	90	990
<b>Total # of Participants</b>	<b>654</b>	<b>3,124</b>

- 40 programs offered
- 10 program cancelled
- 25% cancellation rate (15-20% is target)

<b>FACILITY RESERVATIONS:</b>	
RV Sites (# of nights)	275
Mary's Park (# of nights)	2
Tent Sites (# of nights)	23
Park Shelters (# of Rentals)	33
Pioneer Center	4
<b>Total # of Reservations</b>	<b>337</b>

# Recreation Report

## Pioneer Center

July

<b>DISCOVERY ZONE:</b>	<b># of Participants</b>	<b>Total Attendance</b>
5 days of Fun	15	75
Nerf Rival	9	9
Scott's Bike Camp (3)	39	195
Adventure Camp: Florida	15	75
Adventure Camp: Indiana	12	60
Adventure Camp: Kansas	13	65
Adventure Camp: New York	20	100
Explorer Camp (4)	50	250
Gymnastics	16	48
Horse & Pony Camp	6	24
Dungeons & Dragons Game Days (2)	10	10
Camp POW & Ship	22	110
Campus Adventures	6	30
Drawing for Children	9	45
Summer Game Club	5	5
Girl Power Up	3	9
Home Alone & Safe Kids	4	4
It's All About the Sun	4	20
Mantis Martial Arts Kids Camp	14	70
Nitehawk Paintball	6	6
Palouse Discovery Science Center – Beginning Robotics	11	44
Palouse Discovery Science Center – Intermediate Robotics	10	40
Stream Adventures	5	25
Youth Dance Camp	9	45
	<b>313</b>	<b>1,364</b>
<b>YOUTH SPORTS:</b>	<b># of Participants</b>	
Skyhawks: Basketball	10	50
Skyhawks: Cheerleading/Swim Combo	9	45
Skyhawks: Flag Football/Swim Combo	7	35
Skyhawks: Multisport	5	25
Tiny Tykes T-Ball	49	392
Junior Golf Club	26	468
Tennis Lessons	34	272
	<b>140</b>	<b>1,287</b>
<b>TEEN BREAKAWAY:</b>	<b># of Participants</b>	
Salmon River rafting	7	7
	<b>7</b>	<b>7</b>
<b>GENERAL RECREATION:</b>	<b># of Participants</b>	
Dog Obedience	20	120
Rafting	11	11
	<b>31</b>	<b>131</b>
<b>ADULT SPORTS/FITNESS:</b>	<b># of Participants</b>	
Fitness – Step & Sculpt	3	45

Walk/Run Marathon & Ultra Marathon	11	110
	<b>14</b>	<b>155</b>
<b>Total # of Participants</b>	<b>505</b>	<b>2,944</b>

- 66 programs offered
- 8 program cancelled
- 12% cancellation rate (15-20% is target)

<b>SPECIAL EVENTS:</b>	<b># of Participants</b>	
Movies in the Park (4)	400	1,600
Concerts in the Park (3)	150	450
<b>Total # of Participants</b>	<b>500</b>	<b>2,050</b>

<b>FACILITY RESERVATIONS:</b>	
RV Sites (# of nights)	285
Mary's Park (#of nights)	20
Tent Sites (# of nights)	31
Park Shelters (# of rentals)	31
Pioneer Center (# of rentals)	0
<b>Total # of Reservations</b>	<b>367</b>

# Recreation Report

## Pioneer Center

August

<b>DISCOVERY ZONE:</b>	<b># of Participants</b>	<b>Total Attendance</b>
Refresher Camp	11	55
Nerf Rival	9	9
Scott's Bike Camp (3)	34	170
Adventure Camp: Hawaii	30	150
Adventure Camp: Utah	16	80
Explorer Camp (2)	37	185
Gymnastics	12	36
Horse & Pony Camp	5	20
Dungeons & Dragons Game Days (2)	8	8
Campus Adventures	10	50
Summer Game Club	6	6
Summer Arts 3-D Sculpture Camp	15	75
Palouse Discovery Science Center – Intermediate Robotics	10	50
Stream Adventures	13	65
	<b>216</b>	<b>959</b>
<b>YOUTH SPORTS:</b>	<b># of Participants</b>	
Skyhawks: Basketball	11	55
Skyhawks: Mini Hawk Camp	7	35
Skyhawks: Multisport	11	55
3-on-3 Hoop Classic – 27 Teams	108	108
	<b>137</b>	<b>253</b>
<b>GENERAL RECREATION:</b>	<b># of Participants</b>	
Rafting	5	5
	<b>5</b>	<b>5</b>
<b>ADULT SPORTS/FITNESS:</b>	<b># of Participants</b>	
Fitness – Zumba	13	390
Fall Coed Softball – 3 Teams	45	450
	<b>58</b>	<b>840</b>
<b>Total # of Participants</b>	<b>416</b>	<b>2,057</b>

- 38 programs offered
- 4 program cancelled
- 11% cancellation rate (15-20% is target)

<b>SPECIAL EVENTS:</b>	<b># of Participants</b>	
Concerts in the Park (3)	450	450
<b>Total # of Participants</b>	<b>450</b>	<b>450</b>
<b>FACILITY RESERVATIONS:</b>		
RV Sites (# of nights)		340
Mary's Park (#of nights)		5
Tent Sites (# of nights)		48
Park Shelters (# of rentals)		38
Pioneer Center (# of rentals)		2
<b>Total # of Reservations</b>		<b>433</b>

# Recreation Report

## Senior Center

March 2018

<b>WEEKLY EVENTS:</b>			<b>AVERAGE Monthly Units of Participation</b>
Cards (Bridge,Pinochle,Canasta)	2x/wk=36	average	288
Dominoes	2x/wk=4	average	NH
COA Meal	2x/wk=44	average	352
Fitness with Gloria	2x/wk=4	average	32
Local Shopping	4x/mo=4	average	NH
Yoga Class	2x/wk=10	average	80
Tai Chi	2x/wk=13	average	104
<b>Subtotal</b>			<b>856</b>
<b>MONTHLY EVENTS:</b>			<b>TOTAL Number of Participants</b>
Birthday Party			55
Bingo			21
Business Meeting			16
Senior Potluck			8
Old Time Fiddlers			54
Monthly Shopping (not groceries)			*
Red Hats			5
WSU Retirees			30
Blood Pressure			15
Kitchen Band Sing-a-long			35
Cribbage			6
Wii Bowling			24
<b>Subtotal</b>			<b>269</b>
<b>SPECIAL EVENTS &amp; TRIPS:</b>			<b>TOTAL Number of Participants</b>
Uniontown Sausage Feed			18
Northern Quest Casino			28
Scotland-Collette Trip			4
Irish Feast			154
Sons of Norway Breakfast			NH
COA Meal in Colfax			18
PSC Breakfast Club			6
The Sound of Music			17
The Sandhill Crane Tour			17
Wii Bowling Challenge w/Hillyard Senior Center			30
Easter Egg Stuffing			27
<b>Subtotal</b>			<b>319</b>
<b>Grand Total</b>			<b>1,444</b>

\* - Denotes this trip/class did not meet minimum registration  
NH- NO meeting held

# Recreation Report Senior Center

April 2018

<b>WEEKLY EVENTS:</b>			<b>AVERAGE Monthly Units of Participation</b>
Cards (Bridge,Pinochle,Canasta)	2x/wk=36	average	288
Dominoes	2x/wk=4	average	NH
COA Meal	2x/wk=43	average	344
Fitness with Gloria	2x/wk=6	average	48
Local Shopping	4x/mo=4	average	16
Yoga Class	2x/wk=10	average	80
Tai Chi	2x/wk=13	average	104
<b>Subtotal</b>			<b>880</b>
<b>MONTHLY EVENTS:</b>			<b>TOTAL Number of Participants</b>
Birthday Party			58
Bingo			27
Business Meeting			17
Senior Potluck			9
Old Time Fiddlers			50
Monthly Shopping (not groceries)			*
Red Hats			4
WSU Retirees			32
Blood Pressure			14
Kitchen Band Sing-a-long			42
Cribbage			3
Wii Bowling			24
<b>Subtotal</b>			<b>280</b>
<b>SPECIAL EVENTS &amp; TRIPS:</b>			<b>TOTAL Number of Participants</b>
Tulip Festival Overnighter			12
Spokane Mega Shopping			16
Encounter Ministries Tour			12
White Springs Ranch			20
PSC Supper Club			17
Spokane Historical Churches Tour			18
Dirty Dancing			18
<b>Subtotal</b>			<b>113</b>
<b>Grand Total</b>			<b>1,273</b>

\* - Denotes this trip/class did not meet minimum registration  
NH- NO meeting held

# Recreation Report Senior Center

May 2018

<b>WEEKLY EVENTS:</b>			<b>AVERAGE Monthly Units of Participation</b>
Cards (Bridge, Pinochle, Canasta)	2x/wk=36	average	288
Dominoes	2x/wk=4	average	NH
COA Meal	2x/wk=47	average	376
Fitness with Gloria	2x/wk=6	average	48
Local Shopping	4x/mo=4	average	16
Yoga Class	2x/wk=10	average	80
Tai Chi	2x/wk=13	average	NH
<b>Subtotal</b>			<b>808</b>
<b>MONTHLY EVENTS:</b>			<b>TOTAL Number of Participants</b>
Birthday Party			64
Bingo			28
Business Meeting			17
Senior Potluck			9
Old Time Fiddlers			46
Monthly Shopping (not groceries)			NH
Red Hats			4
WSU Retirees			NH
Blood Pressure			15
Kitchen Band Sing-a-long			44
Cribbage			5
Wii Bowling			20
<b>Subtotal</b>			<b>252</b>
<b>SPECIAL EVENTS &amp; TRIPS:</b>			<b>TOTAL Number of Participants</b>
Palouse Falls			15
Northwest Rail Museum			17
PSC Breakfast Club			5
AARP Driver Safety Class			28
Pie safe Bakery			26
Memorial Appreciation			38
Steptoe Butte Tour			18
<b>Subtotal</b>			<b>147</b>
<b>Grand Total</b>			<b>1,207</b>

\* - Denotes this trip/class did not meet minimum registration  
NH- NO meeting held

# Recreation Report Senior Center

June 2018

<b>WEEKLY EVENTS:</b>			<b>AVERAGE Monthly Units of Participation</b>
Cards (Bridge,Pinochle,Canasta)	2x/wk=	average	
Dominoes	2x/wk=	average	
COA Meal	2x/wk=	average	
Fitness with Gloria	2x/wk=	average	
Local Shopping	4x/mo=	average	
Yoga Class	2x/wk=	average	
Tai Chi	2x/wk=	average	
<b>Subtotal</b>			
<b>MONTHLY EVENTS:</b>	<b>TOTAL Number of Participants</b>		
Birthday Party			
Bingo			
Business Meeting			
Senior Potluck			
Old Time Fiddlers			
Monthly Shopping (not groceries)			
Red Hats			
WSU Retirees			
Blood Pressure			
Kitchen Band Sing-a-long			
Cribbage			
Wii Bowling			
<b>Subtotal</b>			
<b>SPECIAL EVENTS &amp; TRIPS:</b>	<b>TOTAL Number of Participants</b>		
<b>Subtotal</b>			
<b>Grand Total</b>			

\* - Denotes this trip/class did not meet minimum registration  
NH- NO meeting held

# Recreation Report Senior Center

July 2018

WEEKLY EVENTS:			AVERAGE Monthly Units of Participation
Cards (Bridge,Pinochle,Canasta)	2x/wk=24	average	288
Dominoes	2x/wk=4	average	NH
COA Meals	2x/wk=41	average	372
Fitness with Gloria	2x/wk=1	average	8
Local Shopping	4x/mo=4	average	1
Yoga Class	2x/wk=10	average	80
Tai Chi	2x/wk=10	average	80
Sub-Total			829
MONTHLY EVENTS:			TOTAL Number of Participants
Birthday Party			56
Bingo			28
Business Meeting			NH
Senior Potluck			NH
Old Time Fiddlers			42
Monthly Shopping (not groceries)			NH
Red Hats			NH
WSU Retirees			NH
Blood Pressure			13
Kitchen Band Sing-a-long			43
Cribbage			5
Wii Bowling			NH
Sub-Total			187
SPECIAL EVENTS & TRIPS:			TOTAL Number of Participants
COA Summer Picnic			15
Guys & Dolls Summer Theatre			12
Breakfast Club @ Hazel's in Clkstr			10
Asotin Museum & Matt's Grill			12
Old Mission State Park (Cancelled)			0
Sub-Total			49
<b>Grand Total</b>			<b>1065</b>

\* - Denotes this trip/class did not meet minimum registration  
NH- NO meeting held

# Recreation Report Senior Center

August 2018

<b>WEEKLY EVENTS:</b>			<b>AVERAGE Monthly Units of Participation</b>
Cards (Bridge,Pinochle,Canasta)	2x/wk=36	average	288
Dominoes	2x/wk=4	average	NH
COA Meals	2x/wk=40	average	357
Fitness with Gloria	2x/wk=6	average	48
Local Shopping	4x/mo=4	average	16
Yoga Class	2x/wk=10	average	80
Tai Chi	2x/wk=13	average	NH
<b>Sub-Total</b>			<b>789</b>
<b>MONTHLY EVENTS:</b>			<b>TOTAL Number of Participants</b>
Birthday Party			
Bingo			47
Business Meeting			39
Senior Potluck			15
Old Time Fiddlers			15
Monthly Shopping (not groceries)			51
Red Hats			NH
WSU Retirees			6
Blood Pressure			10 NH
Kitchen Band Sing-a-long			39
Cribbage			6
Wii Bowling			NH
<b>Sub-Total</b>			<b>198</b>
<b>SPECIAL EVENTS &amp; TRIPS:</b>			<b>TOTAL Number of Participants</b>
CDA Summer Theatre Legally Blnde			
Peach Festival at Greenbluff			
Regency Bingo & Ice Cream Social			14
Lake CDA & St. Joe River Cruise			23
Mystery Play Dinner & Dessert Auction			19
			16
**We had three events cancelled this month ~ two will be rescheduled.			36
<b>Sub-Total</b>			<b>108</b>
<b>Grand Total</b>			<b>1095</b>

\* - Denotes this trip/class did not meet minimum registration  
NH- NO meeting held

# Aquatics Report

## Pullman Aquatic and Fitness Center

May 2018

SWIM LESSIONS	# of Participants	Total Attendance
Parent and Child Level 1	5	40
Parent and Child Level 2	0	0
Preschool Level 1	12	96
Preschool Level 2	6	48
Preschool Level 3	9	72
Youth Level 1	15	120
Youth Level 2	11	88
Youth Level 3	6	48
Youth Level 4	11	80
Youth Level 5	5	40
Youth Level 6	5	40
Adult Beginner	0	0
Adult Int/Advanced	0	0
Homeschool	0	0
A La Carte	4	25
<b>Subtotal Swim Lessons:</b>	<b>89</b>	<b>697</b>
<b>SWIM TEAM</b>		
Sturgeons	0	0
<b>Subtotal Swim Team:</b>	<b>0</b>	<b>0</b>
<b>PAFC MEMBERSHIP CHECK-INS</b>		
Annual	2270	2270
Family Fun	51	51
Monthly	144	144
City Employee	47	47
Fitness Punch Card	0	0
<b>Subtotal Membership Check-Ins:</b>	<b>2512</b>	<b>2512</b>
<b>PAFC DROP-INS</b>		
Under 4 (free)	17	17
Youth (4-17)	105	105
Adult (18-59)	125	125
Senior (60+)	16	16
Family	27	27
Other Clubs	40	40
Promo Passes	28	28
<b>Subtotal Drop-Ins:</b>	<b>358</b>	<b>358</b>
<b>FITNESS CLASSES</b>		
Water Exercise	156	156
Warm Water Exercise	325	325
Weight Training	12	12
<b>Subtotal Fitness Classes:</b>	<b>493</b>	<b>493</b>
<b>RENTALS</b>		

Rolling Hills Masters	21	252
Warm Pool Only	3	30
Lap Pool Only	0	0
Warm and Lap Pool	2	60
<b>Subtotal Rentals:</b>	<b>26</b>	<b>342</b>
<b>SPECIAL EVENTS</b>	0	0
<b>Subtotal Special Events:</b>	<b>0</b>	<b>0</b>
	<b>Total # of Participants</b>	<b>Total Attendance</b>
	<b>2985</b>	<b>3909</b>

<b>MEMBERSHIPS SOLD</b>	
Annual	142
Family Fun	6
Monthly	21
City Employee	34
Fitness Punch Card	0
Reaney Seasonal	136
<b>Total Memberships Sold</b>	<b>339</b>

# Aquatics Report

## Pullman Aquatic and Fitness Center

June 2018

SWIM LESSIONS	# of Participants	Total Attendance
Parent and Child Level 1	6	48
Parent and Child Level 2	0	0
Preschool Level 1	20	160
Preschool Level 2	16	128
Preschool Level 3	4	32
Youth Level 1	26	222
Youth Level 2	24	210
Youth Level 3	15	126
Youth Level 4	16	142
Youth Level 5	3	26
Youth Level 6	5	42
A La Carte	26	125
<b>Subtotal Swim Lessons:</b>	<b>161</b>	<b>1261</b>
SWIM TEAM		
Barracudas	90	1800
<b>Subtotal Swim Team:</b>	<b>90</b>	<b>1800</b>
PAFC MEMBERSHIP CHECK-INS		
Annual	2336	2336
Family Fun	42	42
Monthly	135	135
City Employee	76	76
Fitness Punch Card	1	1
<b>Subtotal Membership Check-Ins:</b>	<b>2590</b>	<b>2590</b>
PAFC DROP-INS		
Under 4 (free)	14	14
Youth (4-17)	105	105
Adult (18-59)	104	104
Senior (60+)	35	35
Family	13	13
Other Clubs	39	39
Promo Passes	15	15
<b>Subtotal Drop-Ins:</b>	<b>325</b>	<b>325</b>
FITNESS CLASSES		
Water Exercise	172	172
Warm Water Exercise	308	308
Weight Training	16	16
<b>Subtotal Fitness Classes:</b>	<b>496</b>	<b>496</b>
RENTALS		
Rolling Hills Masters	19	285
Warm Pool Only	2	20
Lap Pool Only	1	20

Warm and Lap Pool	2	60
<b>Subtotal Rentals:</b>	<b>24</b>	<b>385</b>
SPECIAL EVENTS	0	0
<b>Subtotal Special Events:</b>	<b>0</b>	<b>0</b>
	<b>Total # of Participants</b>	<b>Total Attendance</b>
	<b>3686</b>	<b>6857</b>

<b>REANEY SEASONAL CHECK-INS</b>	<b># of Participants</b>
Family	429
Youth (4-17)	166
Adult (18-59)	21
Senior (60+)	9
<b>Subtotal Reaney Seasonal Check-Ins</b>	<b>625</b>
<b>REANEY DROP-INS</b>	
Under 4 (free)	14
Youth (4-17)	429
Adult (18-59)	146
Senior (60+)	21
Family	26
Other Clubs	49
Promo Passes	32
WEX and WWEX	0
<b>Subtotal Drop-Ins</b>	<b>717</b>
<b>REANEY CHILD CARE SWIMMING</b>	
Days Swimming	3
Number of Swimmers	125
<b>Subtotal Child Care Swimming Participants</b>	<b>375</b>
	<b>Total Reaney Attendance</b>
	<b>1717</b>

<b>MEMBERSHIPS SOLD</b>	
Annual	11
Family Fun	2
Monthly	15
City Employee	36
Fitness Punch Card	0
Reaney Seasonal	71
<b>Total Memberships Sold</b>	<b>135</b>

# Aquatics Report

## Pullman Aquatic and Fitness Center

July 2018

<b>Swim Lessons</b>	<b># of Participants</b>	<b>Total Attendance</b>
Parent and Child Level 1	3	24
Parent and Child Level 2	2	16
Preschool Level 1	38	336
Preschool Level 2	24	202
Preschool Level 3	3	24
Youth Level 1	45	398
Youth Level 2	46	392
Youth Level 3	28	248
Youth Level 4	21	182
Youth Level 5	4	38
Youth Level 6	6	48
A La Carte	0	0
<b>Subtotal Swim Lessons:</b>	<b>220</b>	<b>1908</b>
<b>Swim Team</b>		
Barracudas	90	1980
<b>Subtotal Swim Team:</b>	<b>90</b>	<b>1980</b>
<b>PAFC Membership Check-Ins</b>		
Annual	2958	2958
Family Fun	77	77
Monthly	300	300
City Employee	99	99
Fitness Punch Card	3	3
<b>Subtotal Membership Check-Ins:</b>	<b>3437</b>	<b>3437</b>
<b>PAFC Drop-Ins</b>		
Under 4 (free)	7	7
Youth (4-17)	102	102
Adult (18-59)	73	73
Senior (60+)	26	26
Family	10	10
Other Clubs	44	44
Promo Passes	20	20
WEX and WWEX	0	0
<b>Subtotal Drop-Ins:</b>	<b>282</b>	<b>282</b>
<b>Fitness Classes</b>		
Water Exercise	100	100
Warm Water Exercise	269	269
Weight Training	8	8
<b>Subtotal Fitness Classes:</b>	<b>377</b>	<b>377</b>
<b>Rentals</b>		
Rolling Hills Masters	13	195
Warm Pool Only	0	0
Lap Pool Only	0	0

Warm and Lap Pool	0	0
<b>Subtotal Rentals:</b>	<b>13</b>	<b>195</b>
<b>Special Events</b>	47	47
<b>Subtotal Special Events:</b>	<b>47</b>	<b>47</b>
<b>PAFC</b>		
	<b>Total # of Participants</b>	<b>Total Attendance</b>
	<b>4466</b>	<b>8226</b>

<b>Memberships Sold</b>	
Annual	8
Family Fun	0
Monthly	50
City Employee	37
Fitness Punch Card	0
Reaney Seasonal	39
<b>Total Memberships Sold:</b>	<b>134</b>

<b>Reaney Seasonal Check-Ins</b>	
Family	1033
Youth	369
Adult	80
Senior	34
<b>Reaney Check-Ins:</b>	<b>1516</b>

<b>Reaney Drop-Ins</b>	
Under 4 (free)	60
Youth (4-17)	976
Adult (18-59)	514
Senior (60+)	70
Family	143
Other Clubs	206
Promo Passes	210
WEX and WWEX	0
<b>Subtotal Drop-Ins:</b>	<b>2179</b>

<b>Reaney Child Care Swimming</b>	
Days Swimming	# Swimmers
9	125
<b>Total Participants:</b>	<b>1125</b>
	<b>Reaney</b>
	<b>Total Attendance</b>
	<b>4820</b>

# Aquatics Report

## Pullman Aquatic and Fitness Center

August 2018

Swim Lessons	# of Participants	Total Attendance
Parent and Child Level 1	4	28
Parent and Child Level 2	2	12
Preschool Level 1	25	185
Preschool Level 2	12	85
Preschool Level 3	4	30
Youth Level 1	18	130
Youth Level 2	13	94
Youth Level 3	22	166
Youth Level 4	8	58
Youth Level 5	6	44
Youth Level 6	4	32
A La Carte	23	126
<b>Subtotal Swim Lessons:</b>	<b>141</b>	<b>990</b>
Swim Team		
Sturgeons	14	112
<b>Subtotal Swim Team:</b>	<b>14</b>	<b>112</b>
PAFC Membership Check-Ins		
Annual	2672	2672
Family Fun	31	31
Monthly	244	244
City Employee	68	68
Fitness Punch Card	2	2
<b>Subtotal Membership Check-Ins:</b>	<b>3017</b>	<b>3017</b>
PAFC Drop-Ins		
Under 4 (free)	11	11
Youth (4-17)	104	104
Adult (18-59)	70	70
Senior (60+)	10	10
Family	8	8
Other Clubs	90	90
Promo Passes	44	44
WEX and WWEX	0	0
<b>Subtotal Drop-Ins:</b>	<b>337</b>	<b>337</b>
Fitness Classes		
Water Exercise	135	135
Warm Water Exercise	283	283
Weight Training	8	8
<b>Subtotal Fitness Classes:</b>	<b>426</b>	<b>426</b>
Rentals		
Rolling Hills Masters	14	210

Warm Pool Only	2	20
Lap Pool Only	0	0
Warm and Lap Pool	2	60
<b>Subtotal Rentals:</b>		
<b>Special Events</b>	63	63
<b>Subtotal Special Events:</b>	<b>63</b>	<b>63</b>
	<b>PAFC</b>	
	<b>Total # of Participants</b>	<b>Total Attendance</b>
	<b>3998</b>	<b>4945</b>
<b>Memberships Sold</b>		
Annual		8
Family Fun		0
Monthly		21
City Employee		40
Fitness Punch Card		0
Reaney Seasonal		8
<b>Total Memberships Sold:</b>		<b>77</b>
<b>Reaney Seasonal Check-Ins</b>		
Family		
Youth		
Adult		
Senior		
<b>Reaney Check-Ins:</b>		<b>0</b>
<b>Reaney Drop-Ins</b>		
Under 4 (free)		15
Youth (4-17)		451
Adult (18-59)		239
Senior (60+)		25
Family		58
Other Clubs		230
Promo Passes		76
WEX and WWEX		0
<b>Subtotal Drop-Ins:</b>		<b>1094</b>
<b>Reaney Child Care Swimming</b>		
Days Swimming		# Swimmers
7		125
<b>Total Participants:</b>		<b>875</b>
		<b>Reaney</b>
		<b>Total Attendance</b>
		<b>1969</b>

City of Pullman  
Parks & Recreation  
Department

# Memo

To: Parks & Recreation Commission  
From: Kurt Dahmen, Recreation Manager  
Date: September 19, 2018  
Re: 2018 Reaney Pool Report

## Attendance

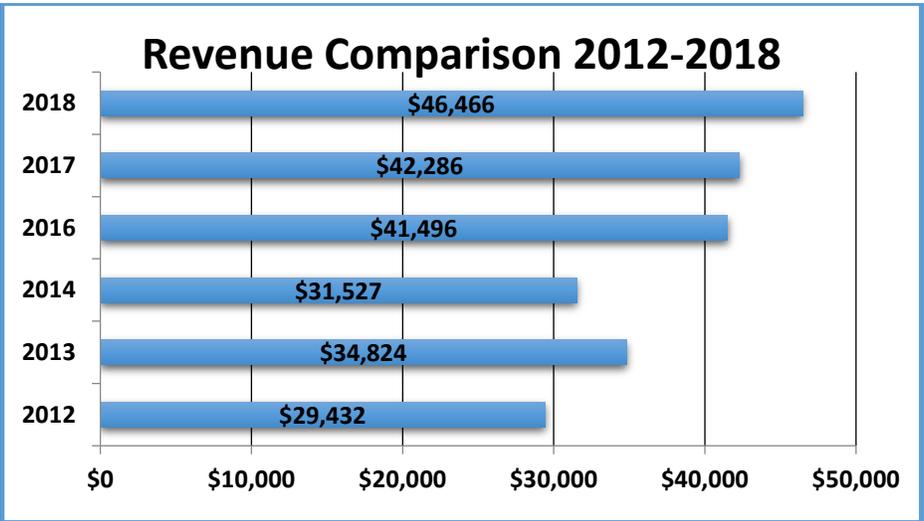
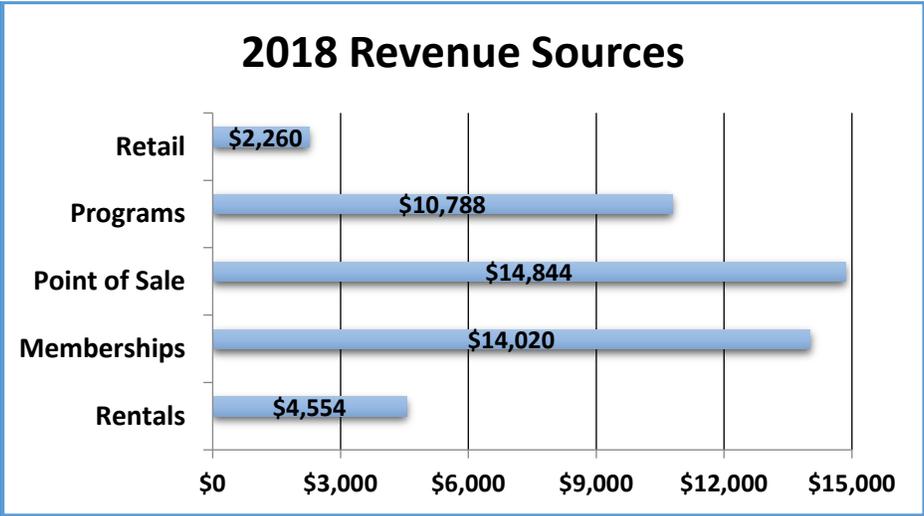
Overall attendance at Reaney pool this summer totaled approximately 9,480 visits. When comparing to 2017, which had 8,005 visits this results in a 18.43% increase in attendance. The majority of the increase came from individuals and families who had a Reaney or Pullman Aquatic & Fitness Center membership. In comparison to other 2017 figures, Point of Sale entries decreased by 13 visits; entries by individuals who purchased Reaney memberships increased by 1,270 visits (78.67% increase); and use of Reaney pool by annual membership holders of the Pullman Aquatic and Fitness Center increased by 218 visits (9.15% increase). The breakdown of visits by category is as follows:

	<u>Point of Sale</u>	<u>Reaney Memberships</u>	<u>PAFC Memberships</u>
Youth	1,773	767	135
Adult	887	115	387
Family	222	1,953	1,887
Senior	112	49	191
3 & Under	89		
Other Clubs	485		
Free Admission	428		
<b>Totals</b>	<b>3,996</b>	<b>2,884</b>	<b>2,600</b>

Once again this year, some of the Pullman day care facilities, (Building Blocks, Community Child Care, YMCA, WSU Childcare, Living Faith Fellowship, The Learning Center, Sunnyside Preschool and Childcare Center, and Pullman Parks & Recreation) rented the pool Tuesday and Thursday mornings from 10:00 a.m.-12:00 p.m. for a total of 19 days this summer. Staff estimates that attendance from the daycare rentals to be approximately 2,300 kids for the summer.

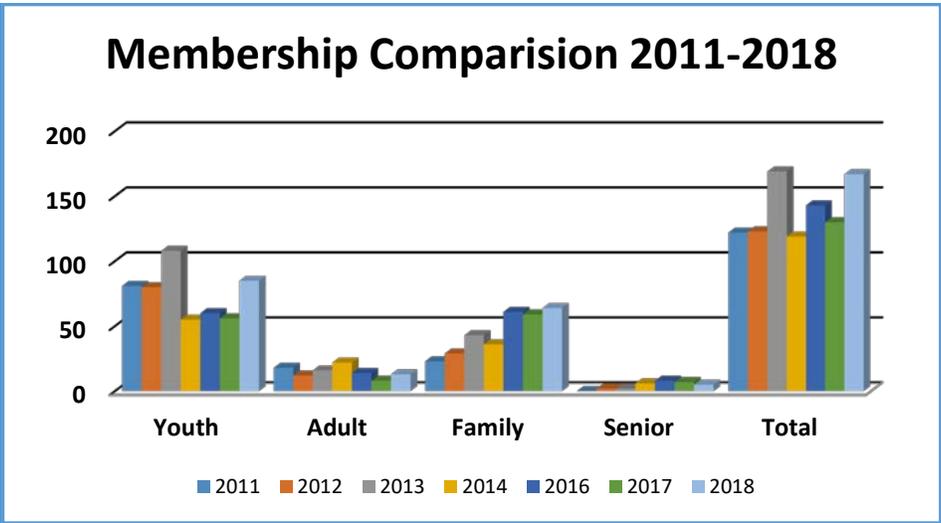
## Revenue

Reaney pool generated revenue of \$46,466 compared to \$42,286 in 2017, approximately a 9.89% increase. The graph below represents the different categories revenue is collected.



**Memberships**

167 total memberships were sold in 2018 in comparison to 130 in 2017. To note, 30 memberships (14 Family & 16 youth) were purchased with a donation from the Pullman Child Welfare Association to assist low income children and families.



	Youth	Adult	Family	Senior	Total
2018*	85	13	64	5	167
2017*	56	8	59	7	130
2016*	60	14	61	8	143
2014*	55	22	36	6	119
2013*	108	16	43	2	169
2012*	80	12	29	2	123
2011*	81	18	23	0	122
2010*	101	17	23	1	141

**2018:** 16 youth and 14 family memberships purchased with a donation from Pullman Child Welfare Association

**2017:** 8 youth and 12 family memberships purchased with a donation from Pullman Child Welfare Association.

**2016:** 5 youth and 14 family memberships purchased with a donation from Pullman Child Welfare Association.

**2014:** 13 youth and 6 family memberships purchased with a donation from Pullman Child Welfare Association.

**2013:** 9 youth and 6 family memberships purchased with a donation from Pullman Child Welfare Association. 44 youth memberships included as part of the Barracuda Swim Team program registration fee.

**2012:** 5 youth, 2 adult and 8 family memberships purchased with a donation from Pullman Child Welfare Association. 35 youth memberships included as part of the Barracuda Swim Team program registration fee.

**2011:** 7 youth and 3 family memberships purchased with a donation from Pullman Child Welfare Association. 31 youth memberships included as part of the Barracuda Swim Team program registration fee.

**2010:** 16 youth and 2 family memberships purchased with a donation from Pullman Child Welfare Association. 29 youth memberships included as part of the Barracuda Swim Team program registration fee.

**Average Membership Use**

Youth: (85) memberships for a total of 767 visits, used on average 9.02 times

Adult: (13) memberships for a total of 115 visits, used on average 8.85 times

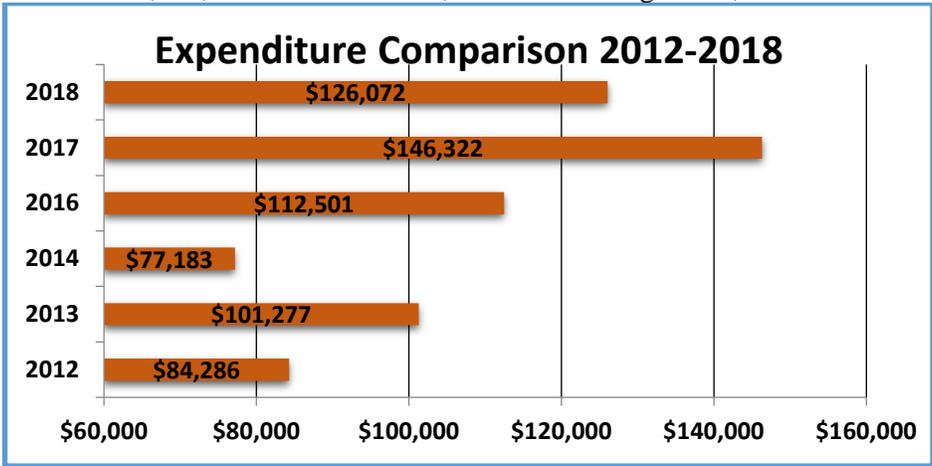
Senior: (5) memberships for a total of 49 visits, used an average of 9.8 times

Family: (64) memberships, (247 members) for a total of 1,953 visits, used an average of 7.91 times

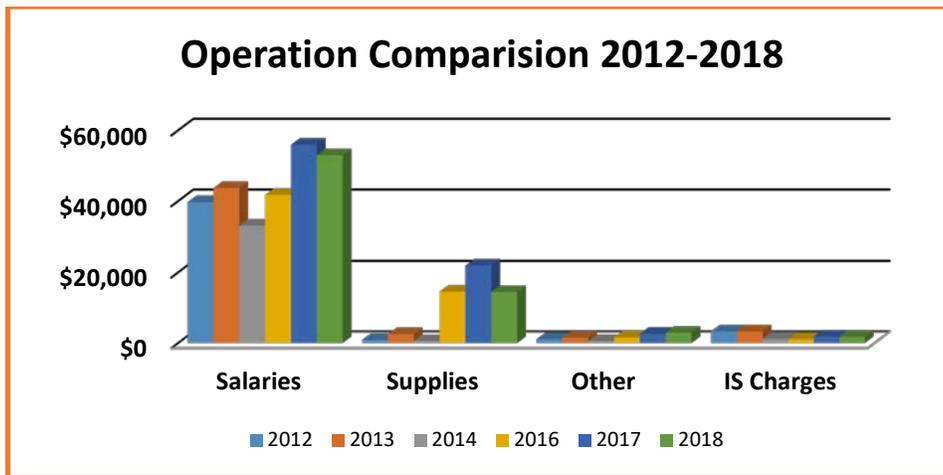
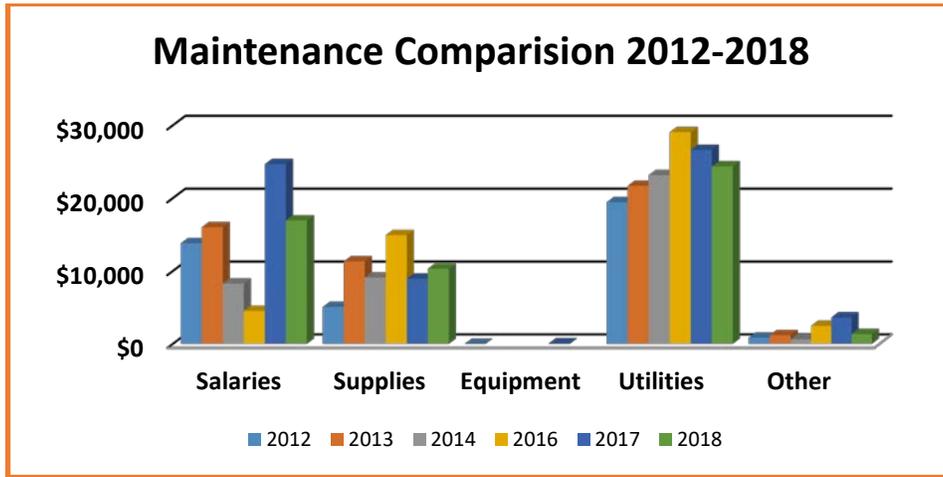
**Expenditures**

Expenditures for 2018 totaled \$126,072 which is a decrease of 13.84% from \$146,322 in 2017.

Expenditures for 2018 were categorized as follows: Salaries/Benefits - \$69,923; Supplies - \$24,786 (\$10,425 Minor Capital); Utilities - \$24,345; Other Services - \$5,203 and IS Charges - \$1,814.



A further comparison of expenditures for Reaney pool can be broken down into those that are categorized as maintenance vs. operational. Below is a 6-year comparison of both types of expenditures.



### Cost Recovery

<u>Year</u>	<u>Expenses</u>	<u>Total Revenue</u>	<u>% of Cost Recovered</u>
2018	\$126,072	\$46,466	36.86%
2017	\$146,322	\$42,286	28.90%
2016	\$110,080	\$41,496	37.70%
2014	\$77,183	\$31,527	40.85%
2013	\$101,277	\$34,824	34.38%
2012	\$84,286	\$29,432	34.92%
2011	\$79,368	\$28,654	36.10%
2010	\$100,379	\$27,862	27.76%

# PULLMAN CITY HALL RELOCATION

## SCHEMATIC LAYOUT - FIRST FLOOR



# PULLMAN CITY HALL RELOCATION

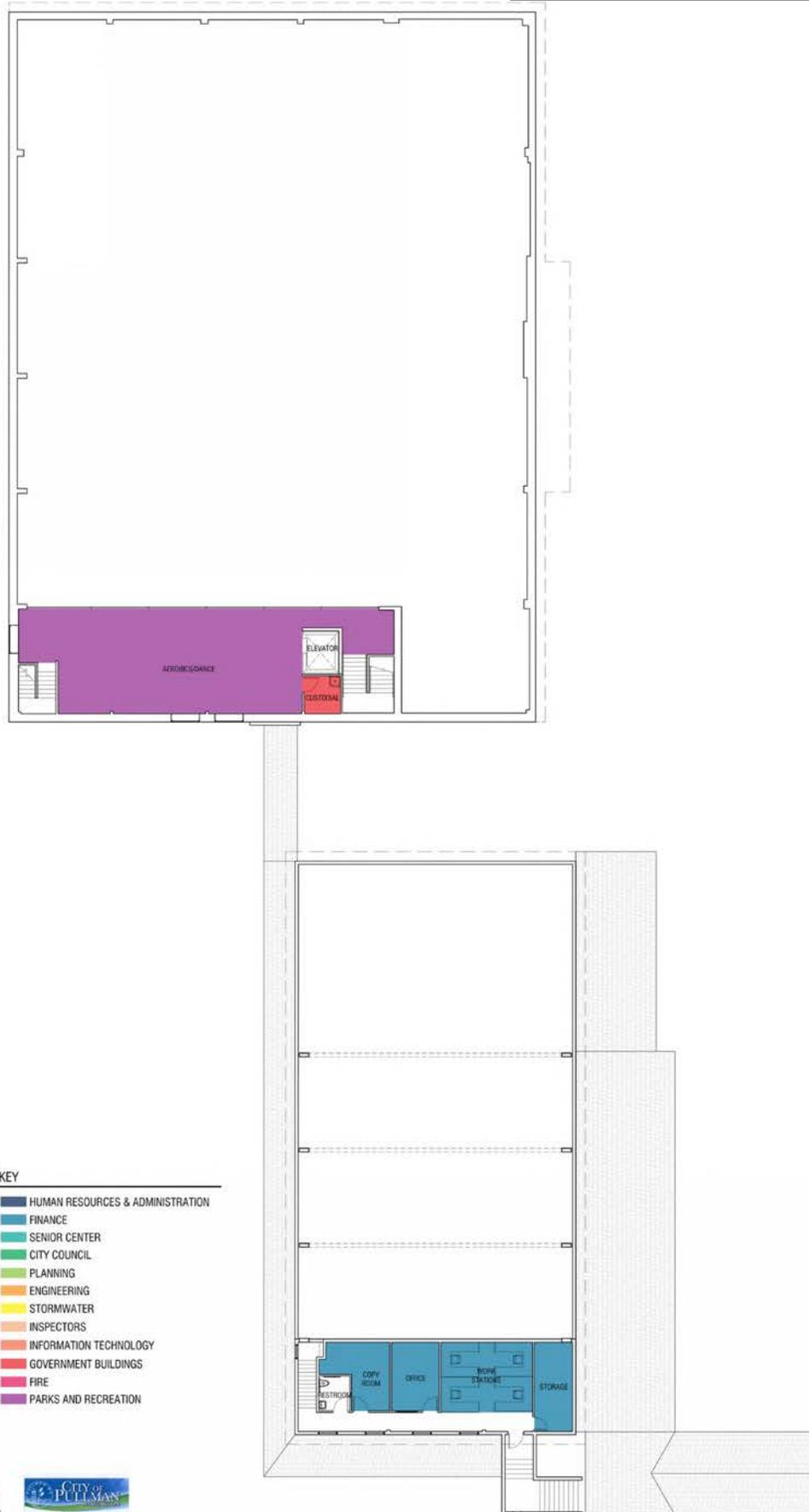
## SCHEMATIC LAYOUT - SECOND FLOOR



- KEY**
- HUMAN RESOURCES & ADMINISTRATION
  - FINANCE
  - SENIOR CENTER
  - CITY COUNCIL
  - PLANNING
  - ENGINEERING
  - STORMWATER
  - INSPECTORS
  - INFORMATION TECHNOLOGY
  - GOVERNMENT BUILDINGS
  - FIRE
  - PARKS AND RECREATION

# PULLMAN CITY HALL RELOCATION

## SCHEMATIC LAYOUT - THIRD FLOOR



2018 BOND FUND  
 Budget 2019-2020, and 2018 Year-End Estimate  
 Prepared By: Kevin Gardes, PE, Public Works Director  
 7/31/2018

Account	BARS No	2018		2018		2019		2020			
		Budget	Estimate	Budget	Estimate	Budget	Budget				
2018 Bond Fund - Proposition No. 1	Principal	318.3370	xxxxxx.71.00	\$	\$	\$	\$	\$	\$	Finance Director to provide	
	Interest	318.3370	xxxxxx.83.00	\$	\$	\$	\$	\$	\$	Finance Director to provide	
	Debt Registration Costs	318.3370	xxxxxx.85.00	\$	\$	\$	\$	\$	\$	Finance Director to provide	
2018 Bond Fund - City Hall	Professional Services - Design	318.3371	594.19.41.10	\$	625,000.00	\$	358,600.00	\$	90,000.00	some design costs may be in 2019	
	Professional Services - Construction	318.3371	594.19.41.20	\$	-	\$	660,000.00	\$	25,000.00		
	Land	318.3371	594.19.61.00	\$	660,000.00	\$	-	\$	-		
	Building and Structures	318.3371	594.19.62.00	\$	2,840,000.00	\$	2,840,000.00	\$	-		
	Other Improvements	318.3371	594.19.63.00	\$	-	\$	4,835,634.00	\$	260,000.00		
	Professional Services - Design	318.3372	xxxxxx.41.10	\$	100,000.00	\$	-	\$	110,000.00		\$
2018 Bond Fund - Lawson Gardens	Professional Services - Construction	318.3372	xxxxxx.41.20	\$	-	\$	-	\$	30,000.00		
	Building and Structures	318.3372	xxxxxx.62.00	\$	-	\$	-	\$	1,340,963.00		
	Professional Services	318.3373	xxxxxx.41.00	\$	-	\$	-	\$	-		
2018 Bond Fund - Fire Station No. 3	Land	318.3373	xxxxxx.61.00	\$	-	\$	-	\$	500,000.00		
	Professional Services	318.3373	xxxxxx.61.00	\$	-	\$	-	\$	-		
2018 Bond Fund - Proposition No. 2	Principal	318.3380	xxxxxx.71.00	\$	\$	\$	\$	\$	\$	Finance Director to provide	
	Interest	318.3380	xxxxxx.83.00	\$	\$	\$	\$	\$	\$	Finance Director to provide	
	Debt	318.3380	xxxxxx.85.00	\$	\$	\$	\$	\$	\$	Finance Director to provide	
2018 Bond Fund - Portable Band Shell	Other Improvements	318.3381	xxxxxx.63.00	\$	125,000.00	\$	-	\$	125,000.00	\$	-
	Professional Services - Design	318.3382	xxxxxx.41.10	\$	15,000.00	\$	-	\$	20,000.00	\$	-
2018 Bond Fund - Reservey Park Pool Restrooms and Liner	Professional Services - Construction	318.3382	xxxxxx.41.20	\$	-	\$	-	\$	7,000.00		
	Building and Structures	318.3382	xxxxxx.62.00	\$	-	\$	-	\$	422,000.00		
	Other Improvements	318.3383	xxxxxx.63.00	\$	-	\$	147,750.00	\$	7,500.00		
2018 Bond Fund - Sunnyside Park ADA Path	Salaries	318.3383	xxxxxx.11.00	\$	1,500.00	\$	-	\$	1,500.00		
	Benefits	318.3383	xxxxxx.22.00	\$	750.00	\$	-	\$	750.00		
	Other Improvements	318.3384	xxxxxx.63.00	\$	-	\$	72,750.00	\$	3,750.00		
2018 Bond Fund - Imani Linear Park Path Paving	Salaries	318.3384	xxxxxx.11.00	\$	1,500.00	\$	-	\$	1,500.00		
	Benefits	318.3384	xxxxxx.22.00	\$	750.00	\$	-	\$	750.00		
	Other Improvements	318.3384	xxxxxx.63.00	\$	-	\$	72,750.00	\$	3,750.00		
2018 Bond Fund - Siderwilk Infill	Salaries	318.3385	xxxxxx.11.00	\$	4,000.00	\$	-	\$	2,000.00	\$	2,000.00
	Benefits	318.3385	xxxxxx.22.00	\$	2,000.00	\$	-	\$	1,000.00	\$	1,000.00
	Other Improvements	318.3385	xxxxxx.63.00	\$	-	\$	80,000.00	\$	80,000.00		
2018 Bond Fund - Canyon View Path	Salaries	318.3386	xxxxxx.11.00	\$	2,000.00	\$	-	\$	-		
	Benefits	318.3386	xxxxxx.22.00	\$	1,000.00	\$	-	\$	-		
	Other Improvements	318.3386	xxxxxx.63.00	\$	-	\$	89,775.00	\$	5,000.00		
2018 Bond Fund - Bullfield Improvements	Salaries	318.3387	xxxxxx.11.00	\$	-	\$	-	\$	3,500.00	\$	-
	Benefits	318.3387	xxxxxx.22.00	\$	-	\$	-	\$	1,500.00	\$	-
	Professional Services Design	318.3387	xxxxxx.41.10	\$	-	\$	-	\$	15,000.00	\$	-
	Other Improvements	318.3387	xxxxxx.63.00	\$	-	\$	-	\$	280,000.00	\$	16,000.00
2018 Bond Fund - Emerald Pointe Park Improvements	Salaries	318.3388	xxxxxx.11.00	\$	-	\$	-	\$	3,500.00	\$	-
	Benefits	318.3388	xxxxxx.22.00	\$	-	\$	-	\$	1,500.00	\$	-
	Other Improvements	318.3388	xxxxxx.63.00	\$	-	\$	-	\$	100,000.00	\$	-
2018 Bond Fund - Kneega Park Shelter	Professional Services Design	318.3389	xxxxxx.41.10	\$	-	\$	-	\$	20,000.00		
	Professional Services Construction	318.3389	xxxxxx.41.20	\$	-	\$	-	\$	5,000.00		
	Building and Structures	318.3389	xxxxxx.62.00	\$	-	\$	-	\$	225,000.00		

Needs repackaged by DMA

Finance Director to provide  
 Finance Director to provide  
 Finance Director to provide

2019 and 2020 BUDGET REQUEST

FUND: 001-7400 BASUB: 574-20 PREPARED BY: Kurt Dahmen

DEPARTMENT: Public Services DIVISION: Recreation DATE: 08/27/18

Note: Round to Nearest Dollar, Please!

REVISION DATE: 09/08/18

OBJECT CLASS:	2018 BUDGET*	YTD 6/30/18	% EXPENDED	2019 REQUEST	2020 REQUEST	CHANGE:2018-2019
SALARIES	496,460	257,396	100.0%	502,209	534,115	5,749
OVERTIME						
BENEFITS	212,333	101,983	48.0%	216,542	235,237	4,209
SUPPLIES	86,000	32,326	37.6%	91,700	96,000	5,700
MINOR CAPITAL	3,600	949	26.4%	2,850	8,000	(750)
EQUIP RENTAL	33,779	16,889	50.0%	34,959	35,288	1,180
BLDG RENTAL	170,626	85,313	50.0%	170,124	168,717	(502)
INFO SYSTEMS	24,712	12,356	50.0%	26,542	27,179	1,830
OTHER SERVICES	144,500	77,355	53.5%	155,650	157,150	11,150
INTGOV'T/OTHER						
CAPITAL						
<b>TOTAL:</b>	<b>\$1,172,010</b>	<b>\$584,567</b>	<b>49.9%</b>	<b>\$1,200,576</b>	<b>\$1,261,686</b>	<b>\$28,566</b>

\*Include amendments if any

PLEASE INSURE THAT ALL TOTALS ARE CORRECT AND AMOUNTS ARE LEGIBLE

Notes: 1. A departmental total sheet, by fund, should also be submitted.

2. MINOR CAPITAL: Items under \$5,000; CAPITAL: Items over \$5,000

3. List ALL MINOR CAPITAL and CAPITAL items below:

DESCRIPTION: (use reverse if necessary)	COST
<b>2019</b>	\$
Tables & Chairs	\$ 2,000
Camera (Sr Center)	\$ 500
Table Cart (Sr Center)	\$ 350
	\$
<b>2020</b>	\$
Tables & Chairs	\$ 2,000
AV Equipment	\$ 6,000
	\$
	\$
<b>TOTAL:</b>	<b>2019 = \$2,850 2020 = \$8,000</b>

COMMENTS: (use reverse, if necessary)

2020 Budget includes increasing .75 Administrative Assistant position to full-time status when new Recreation Center opens

\* Salary increase of \$9,908

\* Benefit increase of \$7,803

2019 and 2020 BUDGET REQUEST

FUND: 001-7650 BASUB: 576-29 PREPARED BY: Kurt Dahmen

DEPARTMENT: Public Services DIVISION: Aquatic Center DATE: 08/31/18

Note: Round to Nearest Dollar, Please!

REVISION DATE:

OBJECT CLASS:	2018 BUDGET*	YTD 6/30/18	% EXPENDED	2019 REQUEST	2020 REQUEST	CHANGE:2018-2019
SALARIES	296,628	154,413	52.1%	310,931	343,619	14,303
OVERTIME	1,000	42	4.2%	1,000	1,000	
BENEFITS	109,174	45,261	41.5%	105,121	123,452	(4,053)
SUPPLIES	26,500	15,385	58.1%	27,500	27,500	1,000
MINOR CAPITAL	11,000	13,185	119.9%	10,200	6,000	(800)
EQUIP RENTAL	1,622	811	50.0%	1,161	1,174	(461)
BLDG RENTAL	194,786	97,393	50.0%	226,626	227,589	31,840
INFO SYSTEMS	20,898	10,449	50.0%	20,310	21,016	(588)
OTHER SERVICES	25,950	9,420	36.3%	26,400	27,175	450
INTGOV'T/OTHER						
CAPITAL	3,500			90,000	990,000	86,500
<b>TOTAL:</b>	<b>\$691,058</b>	<b>\$346,359</b>	<b>50.1%</b>	<b>\$819,249</b>	<b>\$1,768,525</b>	<b>\$128,191</b>

\*Include amendments if any

PLEASE INSURE THAT ALL TOTALS ARE CORRECT AND AMOUNTS ARE LEGIBLE

Notes: 1. A departmental total sheet, by fund, should also be submitted.

2. MINOR CAPITAL: Items under \$5,000; CAPITAL: Items over \$5,000

3. List ALL MINOR CAPITAL and CAPITAL items below:

DESCRIPTION: (use reverse if necessary)	COST
<b>2019</b>	\$
Fitness Equipment	\$ 6,000
Wibit Section	\$ 3,000
Backboards (2)	\$ 1,200
HVAC Replacement Engineering	\$ 90,000
	\$
<b>2020</b>	\$
Fitness Equipment	\$ 6,000
HVAC Replacement	\$ 990,000
	\$
<b>TOTAL: 2019 = \$100,200 2020 = \$6,000</b>	

COMMENTS: (use reverse, if necessary)

2020 Budget includes full-time Aquatics Assistant Coordinator position

\* Salary \$38,968

\* Benefits \$19,683

Reduction of part-time employees

\* Salary -\$9,760

\* Benefits -\$3,037

Minimum wage increase of \$1.50

**2019 and 2020 BUDGET REQUEST**

FUND: 001-3100      BASUB: 554-90      PREPARED BY: Alan Davis  
 DEPARTMENT: Parks & Rec.      DIVISION: Com. Improv.      DATE: 07/24/18

Note: Round to Nearest Dollar, Please!      REVISION DATE: \_\_\_\_\_

OBJECT CLASS:	2018 BUDGET*	YTD 6/30/18	% EXPENDED	2019 REQUEST	2020 REQUEST	CHANGE:2018-2019
SALARIES	70,049	36,176	51.6%	71,877	73,312	1,828
OVERTIME						
BENEFITS	44,033	20,839	47.3%	46,476	48,217	2,443
SUPPLIES	8,500	6,961	81.9%	8,750	9,400	250
MINOR CAPITAL						
EQUIP RENTAL	9,874	4,936	50.0%	7,984	8,029	(1,890)
BLDG RENTAL						
INFO SYSTEMS	10,832	5,416		9,491	9,762	(1,341)
OTHER SERVICES	2,150	1,143		2,750	3,050	600
INTGOVT/OTHER						
CAPITAL						
<b>TOTAL:</b>	<b>\$145,438</b>	<b>\$75,471</b>	<b>51.9%</b>	<b>\$147,328</b>	<b>\$151,770</b>	<b>\$1,890</b>

\*Include amendments if any

PLEASE INSURE THAT ALL TOTALS ARE CORRECT AND AMOUNTS ARE LEGIBLE

- Notes: 1. A departmental total sheet, by fund, should also be submitted.  
 2. MINOR CAPITAL: Items under \$5,000; CAPITAL: Items over \$5,000  
 3. List ALL MINOR CAPITAL and CAPITAL items below:

DESCRIPTION: <u>(use reverse if necessary)</u>	COST
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
COMMENTS: <u>(use reverse, if necessary)</u>	TOTAL: _____



2019 and 2020 BUDGET REQUEST

FUND: 310-7700      BASUB: 508-10      PREPARED BY: Alan Davis  
 DEPARTMENT: Parks & Rec.      DIVISION: General Parks      DATE: 08/01/18

Note: Round to Nearest Dollar, Please!

REVISION DATE: \_\_\_\_\_

OBJECT CLASS:	2018 BUDGET*	YTD 6/30/18	% EXPENDED	2019 REQUEST	2020 REQUEST	CHANGE:2018-2019
SALARIES	476,256	221,210	46.4%	517,642	533,158	41,386
OVERTIME	3,000	349	11.6%	3,000	3,000	
BENEFITS	221,350	103,828	46.9%	239,218	247,728	17,868
SUPPLIES	100,000	44,494	44.5%	103,025	106,875	3,025
MINOR CAPITAL	46,825	39,483	84.3%	13,300	6,800	(33,525)
EQUIP RENTAL	134,436	67,395	50.1%	105,283	106,016	(29,153)
BLDG RENTAL						
INFO SYSTEMS	23,779	13,500		21,559	22,244	(2,220)
OTHER SERVICES	191,650	54,494		204,990	201,925	13,340
INTGOVT/OTHER	7,500	7,500	100.0%	10,000	10,000	2,500
CAPITAL	289,250	33,867	11.7%	219,000	150,000	(70,250)
<b>TOTAL:</b>	<b>\$1,494,046</b>			<b>\$1,437,017</b>	<b>\$1,387,746</b>	<b>(\$57,029)</b>

\*Include amendments if any

PLEASE INSURE THAT ALL TOTALS ARE CORRECT AND AMOUNTS ARE LEGIBLE

- Notes: 1. A departmental total sheet, by fund, should also be submitted.  
 2. MINOR CAPITAL: Items under \$5,000; CAPITAL: Items over \$5,000  
 3. List ALL MINOR CAPITAL and CAPITAL items below:

DESCRIPTION: (use reverse if necessary)	COST
Reany Pools / Lane lines (1,500) / Wubit section (3,000) / Lockers (5,000)	\$ 9,500
Misc. tools (2019 (3,800) / 2020 (3,800))	\$ 7,600
Kruegel / Sunnyside tennis court resurfacing	\$ Metro Park Funds 110,000
Diesel Flatbed truck	\$ 77,000
Carryover Climbing Wall	\$ 22,000
ADA Route to Sunnyside Park / Park Contribution	\$ 10,000
Accessible Route to Sunnyside Park	\$1140,000 (318,3384) Bond Funds
Canyon View Drive to Darrow St. Path	\$92,500 (318,3386) Bond Funds
2020 Sunnyside Playground revamp (150,000) / Wubit section (3,000)	\$ Metro Park Funds 153,000
<b>TOTAL:</b>	<b>\$389,100</b>

COMMENTS: (use reverse, if necessary)

2020 Other Services reduction due to 2019 Skate Park repairs



## Possible donation of this sculpture for Lawson Gardens, by artist Harold Balazs



**Harold Balazs** was an American sculptor and artist whose work has been featured in exhibits and public art installations throughout the Northwestern United States. He is known for creating large, abstract metal sculptures, but also created murals, jewelry, furniture, drawings, stained glass and wooden boats.

## Life

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Balazs lived in Mead, Washington and referred to the studio in his barn as Mead Art Works.<sup>[1]</sup> Balazs died on December 30, 2017.<sup>[2]</sup>

He was born in 1928, in a small Ohio farming community during the Depression Era. While his mother encouraged his interest in art, he honed his skills in his father's sheet metal and air conditioning business. He moved with his parents to Spokane, Washington, and later majored in art at Washington State University. It is there that he met his wife, Rosemary.

His first collaboration for commissioned work was a mural at Ridpath Hotel in Spokane, produced with Patrick Flammia in 1951. He became a leading liturgical artist, with sculpture, painting, stained glass, and reliefs

inside over 200 churches and synagogues in the Pacific Northwest, including a bas relief sculpture on the east facade of the First United Methodist Church in Eugene, Oregon.<sup>[3]</sup> Balazs served three terms as Washington State Arts Commissioner and helped draft the state's percent for art legislation.<sup>[4]</sup>

## Exhibits

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The Northwest Museum of Arts and Culture in Spokane mounted a career retrospective of Balazs' works in 2010.<sup>[5]</sup> His work is also exhibited at The Art Spirit Gallery of Fine Art in Coeur d'Alene, Idaho where his work has been displayed for 16 years. In September 2013, the gallery hosted "Harold Balazs: Alive at 85 & Mel McCuddin: Lately 80". Balazs has also shown with Timothy C. Ely in "Illuminating the Subconscious" in 2010.<sup>[6]</sup>

He is a featured artist of Tinman Gallery in Spokane.<sup>[7]</sup>

## Public art

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Balazs has contributed extensively to the downtown landscape of Spokane, with many of his works featured prominently in Riverfront Park. Sculptures include the Rotary Riverfront Fountain, Centennial Sculpture, and *Untitled* (aka "'Lantern").<sup>[8]</sup> Other works can be found throughout Spokane, including *Wildflowers of the Northwest*,<sup>[9]</sup> a sculpture, *Canoe* at Lewis and Clark High School,<sup>[10]</sup> and the facade of Hennessy Funeral Home.<sup>[11]</sup>

In Idaho, several of Balazs' metal sculptures are installed on college campuses. Works installed at North Idaho College, include *I Must Go Down to the Seas Again*<sup>[12]</sup> and *Reflections*.<sup>[13]</sup> Works at the University of Idaho include the Hartung Theater Sculpture<sup>[14]</sup> and Theophilus Tower Sculpture.<sup>[15]</sup>

Other works include *Seattle Project*,<sup>[16]</sup> located at the Henry M. Jackson Federal Building.

Several of his works have incorporated the phrase "Transcend the Bullshit".<sup>[17]</sup> One sculpture that is untitled, but referred to as Lantern,<sup>[18]</sup> has gained notoriety because one must climb to the top of the sculpture to view the hidden message.<sup>[19]</sup> Climbing it, however, is illegal<sup>[20]</sup> and potentially dangerous.

## Inventory of Pocket Parks/Plazas/Green Spaces/Squares & Triangles

### Present Sites

1. Centennial Fountain
2. Chamber Presidents' Grove
3. Chipman Trail & City Path System
4. City Hall
5. Civic Trust Park
6. Cougar Plaza
7. Daisy & Grand
8. Davis Way
9. Entrance Signs
10. High St. Mall
11. Library Plaza & Courtyard
12. Mayors' Grove
13. Pine Street Plaza/Downtown Riverwalk (falls/bridges)
14. Transit transfer site (Davis Way)/Transit breakroom, path wetland and bench sites on Terre View path)
15. Monument
16. Other Greenway improvements (IGA/Daily Grind/Wysup/Jess Ford/Enterprise/Nye St./North Grand/Scouts Park/Main & Grand/Bill's Welding/Georgia Carpetworks/Fire I/Center & Grand)
17. Pioneer Center
18. SEL Wayside
19. Sim's Lot
20. Three Forks Wayside
21. Well 7/UPS
22. WSU Presidents Grove

### Future Sites

1. Arbor & Walnut
2. Golden Hills path to Big Sky and Whispering Hills (adding bench sites/green spaces/sculptures/etc.)
3. Green Space development between Latah and Riverview
4. Green Space development along river between Park St. and Poplar
5. Possible Koppel Farm Historic site
6. Rocky Way
7. Union Pacific Train Bridge

## Suggested Park Facility Improvements

### City Playfield

- Replacement Bond will fund six new dugout structures to Wiley, Bowman and Thatuna fields. New scoreboxes, backstops and fencing will be installed along with adult fitness components along the pedestrian path.

### Emerald Pointe Park

- Establish parking lot, open green space, shade, shelter, restroom, playground and ties to path system.

### Harrison Tot Lot

- Plant trees to define park from adjacent homes, creating a more enticing atmosphere.
- Flat paved area for beginner bike, blades, scooter and skating experience.
- Create ADA entrance.

### Itani Park & Linear Park

- Enhance with benches, spring animals, garbage cans.
- "Moving equipment" – balance beams, bar, etc.
- Addition of Art.

### Kruegel Park

- Move red swirl to a different location.
- Update/upgrade equipment.
- Resurface tennis courts and re-landscape surround.
- Potential for change in flow/layout of playground, parking, ADA access to shelter and restroom.
- Keep "sled hill" a priority.
- Naturescape development.

### Lawson Gardens

- Addition of teahouse on pond.
- Additional parking with Garden House construction.
- Create Sunken Garden west of reflective pool.
- Potential for winter light display.

### Mary's Park

- ADA regional playground to include two large age appropriate play structures, child and adult diggers, music play component, zip-line, etc.
- Wetland Garden, demonstration gardens, small orchard with varieties developed at WSU and planted to accommodate harvest from the ground on one side and a wheel chair path at tree top height on the other.
- Water wheel on Sunshine Creek.
- Develop parking lot to accommodate two long term trailer sites.
- Shelter and restroom construction.

### McGee Park

- Replace existing play equipment.
- Potential for a mix of small user elements at existing site and cable climbers/etc. for older patrons located elsewhere in the park.
- Planting trees to shade portions of the open expanse.
- Resurface basketball court
- Challenge with diversity of groups; rentals, students and playground.

### Petry Natural Area

- Potential for Young Professionals to provide some funding and additional clean up/care and maintenance for this area.
- Three Forks Wayside mural.

**Military Hill Park**

- Create ADA access to playground and shelter from parking lot creation between the tower and playground.
- Possibly move or create another shelter for better sight of play area.
- Enhance path and add new exercise equipment.

**Reaney Park**

- Signage to enhance idea of patron parking.
- Address dog issues.
- Shade structure over ADA pad and add ADA pedestal table.
- Replacement Bond will fund ADA compliant park restrooms, locker room and shower updates and diving tank liner replacement.
- Create entrance to park at southern turnaround area/ something grand for the Lentil Festival.

**Spring Street Skate Park**

- Addition of bikes/pump course.
- Enhancements to lawn bowling – this could stay or move to alternate location.
- Add chess tables and “little library”.

**Sunnyside Park**

- Replacement Bond will fund paving of the path from Cedar St. lot to the Itani Linear Path and on to the shelter, restrooms and playground.
- Tennis court resurfacing for tennis and pickleball.
- Playground replacement with age appropriate components separating teens from smaller children.
- Duck feed receptacles at pond.
- Small gazebo construction at old restroom building.

**Sunrise Park**

- Signage, gazebo development and starting point for Pullman Regional Hospital Active Living Project walking and exercise path.
- Sculpture in/near water.
- Naturescape development.

**Terre View**

- Add additional climbing apparatus.
- Keep view towards Moscow Mountain.
- Fountain upgrade.

**Woodcraft Park**

- Add gazebo and rebuild stairs.

## Improvements for All Parks

- Attractive trash receptacles
- Dog stations with bags and trash cans
- Easily seen signs with the park name
- More color within the parks, example brightly colored benches, tables, and artwork.
- More features for senior citizens:
  - Benches with backs and arms
  - Benches near playground area so they can watch grandchildren
  - Smooth walking paths with edges in a different color for great visibility
  - Outdoor reading room
  - Level area for group exercises, example Tai Chi
- More flowers and shrubs in the landscaping (although this requires more upkeep and staff time)
- More natural (green areas) wherever it can be included
- More picnic tables and benches and bench swings (like Woodcraft) throughout the park system.
- Signs within the park to give interesting facts about the park and its history or to tell about some of the flora and fauna found in the park. The signs could also list a website which provides a self-guided tour or have a code to scan for more information about the park.
- Sufficient lighting in parking lot and in the shelter; maybe some of the lighting could be festive, like strings of lights, old-fashioned street lamps, etc.
- Sufficient parking: the main lot at Sunnyside is a great model because it is framed by trees and plants. It blends in with the look of the park

### Checklist for New Parks:

#### Smaller Parks: Sample Terre View

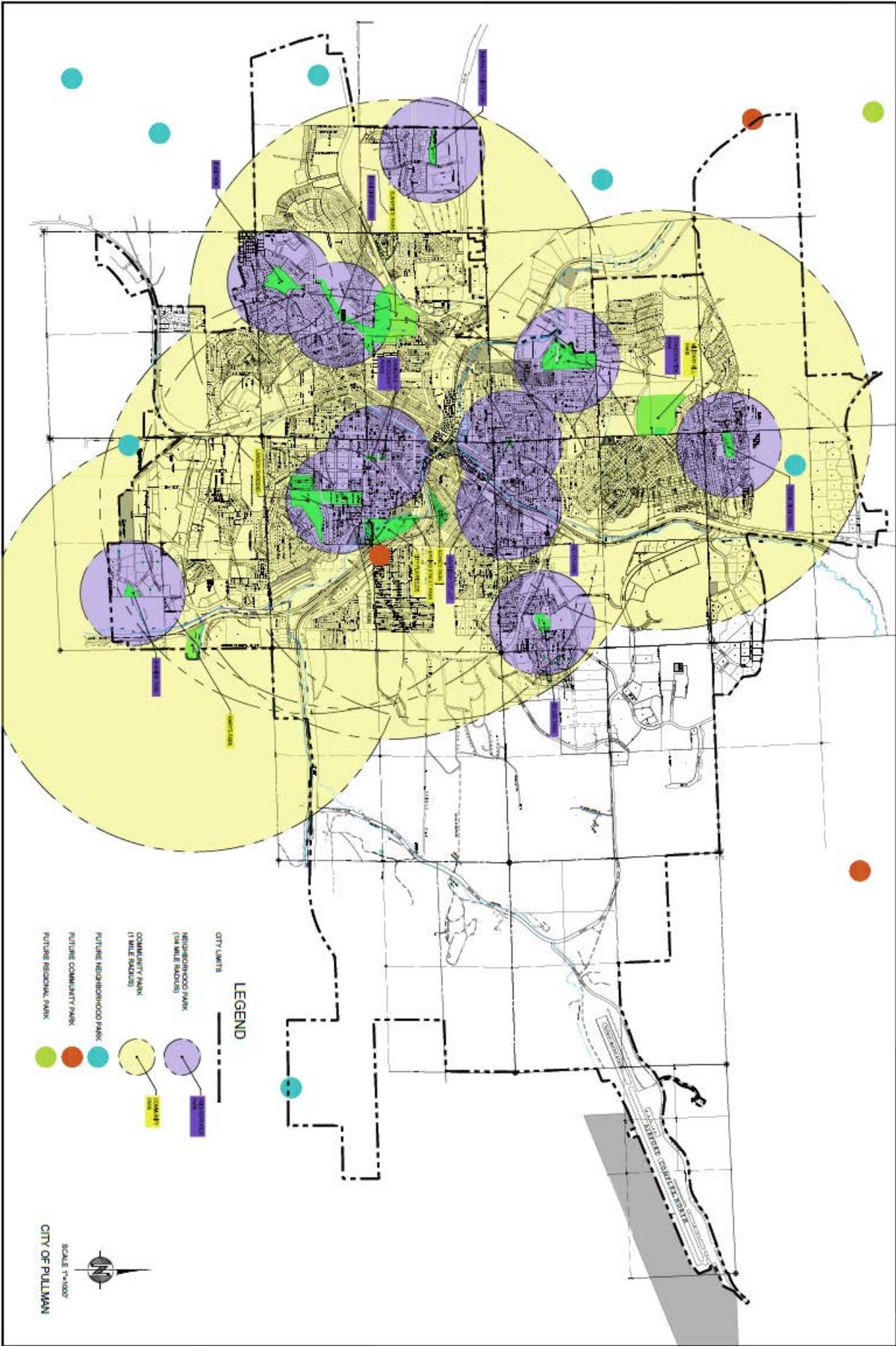
- Attention needs to be given to tie into path system
- Consideration should be given specifically to younger type parks in proximity to elementary schools
- Doesn't necessarily have to be city owned – could be managed and owned by developer or whoever. These requirements should be consistent with percent for the arts, etc.
- Flat parking areas, off street
- Footprint for small park – not much smaller than Harrison to double the size – this is what we would like to see as requirements in new developments
- Restroom
- Shade – natural and provided
- Signage that dresses it up and addresses the history
- Tables/picnic options
- Using smaller parks for other specialty things – flower gardens, sculptures, fitness
- When developing new parks – type of use (younger, older, fitness, etc.) needs to be varied within defined distances. Example Harrison tot lot is not every park. But need to have some.
- Where should seating be – closer to younger components, varied – some at the entrance, some at center and then flowing out to some at the other end.

#### Medium Parks: Sample McGee

- Accessible
- Flat parking
- Match to type of development
- Open place fields for play
- Restroom
- Shelter
- Tied to trail system

### **Large Parks: Sample Sunnyside**

- Path system connection
- Sport component
- Water feature
- Young and older play components





## Pullman Parks & Recreation Need Assessment for 2019-2024 Five Year Plan

### I: Demographics

1. Do you live, work, or go to school in Pullman?

- I am a resident of Pullman
- I work in Pullman
- I am a WSU student in Pullman

2. Where do you live in Pullman?

- College Hill
- Military Hill
- Pioneer Hill
- Sunnyside Hill
- Other areas of Pullman
- Do not live within the city limit of Pullman

3. If you live in Pullman, how long have you lived here?

- 0-1 years
- 2-5 years
- 6-10 years
- 10+ years
- I do not live in Pullman

4. What is your age?

- Under 18
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+

5. Your occupation?

- Government
- Private employer
- Professional
- Retired
- Other (please specify)
- Student, K-12
- Student, WSU
- WSU Staff/Faculty



Pullman Parks & Recreation Need Assessment  
for 2019-2024 Five Year Plan

II: Parks

6. How important are parks facilities to the overall quality of life in Pullman?

- Extremely important
- Very important
- Somewhat important
- Not so important
- Not at all important
- Don't know

7. How frequently do you visit the following Pullman amenities in season?

	Never	Rarely (Less than 5 times a year)	Sometimes (1-2 times a month)	Frequently (once a week or more)
Aquatic Center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Developed Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Natural Open Space & Trails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pioneer Center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pullman Senior Center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pullman Cemeteries	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reaney Park Pool	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sports Fields	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. For the below listed parks, how many times have you or others in your household used the facility in the past 12 months?

	0 Visits	1-5 Visits	6-10 Visits	11-15 Visits	16+ Visits
Bill Chipman/Palouse Trail	<input type="radio"/>				
City Playfields	<input type="radio"/>				
City Trail System	<input type="radio"/>				
Conservation Park	<input type="radio"/>				
Harrison Tot Lot	<input type="radio"/>				
Itani Park	<input type="radio"/>				
Itani Linear Park	<input type="radio"/>				
Kruegel Park	<input type="radio"/>				
Lawson Gardens	<input type="radio"/>				
McGee Park	<input type="radio"/>				
Military Hill Park	<input type="radio"/>				
Petry Natural Area	<input type="radio"/>				
Reaney Park	<input type="radio"/>				
Spring Street Park	<input type="radio"/>				
Sunnyside Park	<input type="radio"/>				
Terreview Park	<input type="radio"/>				
Woodcraft Park	<input type="radio"/>				

9. For the below listed parks how satisfied were you with the amenities and condition of the parks?

	Excellent	Very Good	Satisfactory	Not Very Good	Totally Inadequate	N/A
Bill Chipman/Palouse Trail	<input type="radio"/>					
City Playfields	<input type="radio"/>					
City Trail System	<input type="radio"/>					
Conservation Park	<input type="radio"/>					
Harrison Tot Lot	<input type="radio"/>					
Itani Park	<input type="radio"/>					
Itani Liner Park	<input type="radio"/>					
Kruegel Park	<input type="radio"/>					
Lawson Gardens	<input type="radio"/>					
McGee Park	<input type="radio"/>					
Military Hill Park	<input type="radio"/>					
Petry Natural Area	<input type="radio"/>					
Reaney Park	<input type="radio"/>					
Spring Street Park	<input type="radio"/>					
Sunnyside Park	<input type="radio"/>					
Terreview Park	<input type="radio"/>					
Woodcraft Park	<input type="radio"/>					

Other (please specify)

10. What are the primary reasons that you use parks in Pullman? *Please check your top 2 choices*

- Attend special events/concerts/movies
- Enjoy the outdoors or nature
- Meet friends
- Participate in family activities
- Play sports
- Picnic and general leisure activities
- Use a specific facility at a park (fields/shelter/disc golf course)
- Walk or bike for exercise
- Do not use parks
- Other (please specify)

11. If you seldom use or do not use the parks in Pullman, what are your reasons? *Please check your top 2 choices*

- Don't know what is available
- Don't know where they are
- Don't have transportation
- Feel unsafe
- Lack of facilities
- No time
- Not interested
- Too crowded
- To far away/not conveniently located
- Other (please specify)

12. How would your rate the general upkeep and maintenance of the existing parks in Pullman?

- Very high quality
- High quality
- Neither high nor low quality
- Low quality
- Very low quality

13. How would you rate the importance of natural open space to the community?

Not important at all (0%) (50%) Very Important (100%)

14. Select the five (5) activities you would like to participate in the most. Assume you have the time, money, and transportation to do whichever five (5) activities you want.

- |   |  |
|---|--|
| <input type="checkbox"/> Arts/Crafts            | <input type="checkbox"/> Hiking/Backpacking      |
| <input type="checkbox"/> Baseball/Softball      | <input type="checkbox"/> Hockey/Inline           |
| <input type="checkbox"/> Basketball             | <input type="checkbox"/> Jogging/Running         |
| <input type="checkbox"/> Bicycling for pleasure | <input type="checkbox"/> Picknicking             |
| <input type="checkbox"/> Bird watching/feeding  | <input type="checkbox"/> Photography             |
| <input type="checkbox"/> Camping                | <input type="checkbox"/> Playground (visit/play) |
| <input type="checkbox"/> Concerts               | <input type="checkbox"/> Nature walks            |
| <input type="checkbox"/> Disc Golf              | <input type="checkbox"/> Skatboarding            |
| <input type="checkbox"/> Dog walking            | <input type="checkbox"/> Soccer                  |
| <input type="checkbox"/> Fairs/Festivals        | <input type="checkbox"/> Swimming (pool)         |
| <input type="checkbox"/> Fishing                | <input type="checkbox"/> Tennis                  |
| <input type="checkbox"/> Exercising/Aerobics    | <input type="checkbox"/> Walking for pleasure    |
| <input type="checkbox"/> Gardening              | <input type="checkbox"/> Wildlife watching       |

15. Besides the City of Pullman, other public and private entities own and operate a variety of park and recreational facilities within the city's recreational service area. For each facility/provider, please mark the column that best describes how often you visit.

	Never	Seldom	Sometimes	Often
Athletic leagues/clubs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Church	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Private membership club	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public schools	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
State resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Washington State University	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Whitman County	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

16. When looking at current issues and trends in parks do the following items need to be addressed by city ordinance?

	No	Maybe	Yes
Should dogs be excluded at special events (Lentil Festival, Concert)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Smoking in parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Vaping in parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)



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III: Recreation Programs

17. Have any household members participated in activities or recreational programs provided by the City of Pullman in the last year?

- Yes
- No

18. How important are recreation activities and programs to the overall quality of life in Pullman?

- Extremely important
- Very important
- Somewhat important
- Other (please specify)
- Not so important
- Not at all important
- Don't know

19. If you participated in services and programs offered by the City of Pullman, how did you learn about them? *Please check all that apply*

- |  |   |
|--|---|
| <input type="checkbox"/> Facebook/Twitter/Social Media     | <input type="checkbox"/> Peachjar notice distributed thru Pullman School District |
| <input type="checkbox"/> Friends, family, or word of mouth | <input type="checkbox"/> Parks & Recreation brochure                              |
| <input type="checkbox"/> Newspaper/Radio                   | <input type="checkbox"/> Website  |
| <input type="checkbox"/> Other (please specify)            |   |

20. If you do not participate in recreation or sports programs offered by the City of Pullman, what are your reasons? *Please select all that apply*

- Classes or programs are full
- Don't have activities I'm interested in
- Held at inconvenient locations
- Lack of transportation
- Need child care in order to participate
- Not accessible for people with disabilities
- Not available due to day or time offered
- Not aware of programs
- Poor quality of programs
- Too busy/no time
- Too expensive
- Other (please specify)

21. How often do you or others in your household participate in recreation activities in Pullman or elsewhere? For each activity in which you participate, please select the response that most closely represents how often you participate when the activity is in season.

	Never	Seldom	Sometimes	Often
Active Adults (55+)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adult Sports Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Art Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bicycling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dance Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Disc Golf	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fitness Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
General Recreation Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gardening	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Jogging/Running	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lap Swimming	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Preschool Program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Senior Center Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Skateboarding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Special Events (Egg Hunt, Concerts/Movies in the Park)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Swim Lessons	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tennis	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Youth Enrichment Programs (Babysitting, Cooking, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Youth Sports Programs (Basketball, Soccer, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

22. If you or others in your household have participated in an activity below, please rate your level of satisfaction.

	Very Satisfied	Satisfied	Nutral	Dissatisfied	Very Dissatisfied
Active Adults (55+)	<input type="radio"/>				
Adult Sports Programs	<input type="radio"/>				
Art Programs	<input type="radio"/>				
Bicycling	<input type="radio"/>				
Dance Programs	<input type="radio"/>				
Disc Golf	<input type="radio"/>				
Fitness Programs	<input type="radio"/>				
Gardening	<input type="radio"/>				
General Recreation Programs	<input type="radio"/>				
Jogging/Running	<input type="radio"/>				
Lap Swimming	<input type="radio"/>				
Outdoor Recreation Programs	<input type="radio"/>				
Preschool Program	<input type="radio"/>				
Senior Center Programs	<input type="radio"/>				
Skateboarding	<input type="radio"/>				
Special Events (Egg Hunt, Concerts/Movies in the Park)	<input type="radio"/>				
Swim Lessons	<input type="radio"/>				
Tennis	<input type="radio"/>				
Youth Enrichment Programs (Babysitting, Cooking, etc.)	<input type="radio"/>				
Youth Sports Programs (Basketball, Soccer, etc.)	<input type="radio"/>				

Other (please specify)

23. Please choose the top four (4) programs that are most important to your household

<input type="checkbox"/>	<input type="checkbox"/>	Active Adults (55+)
<input type="checkbox"/>	<input type="checkbox"/>	Adult Sports Programs
<input type="checkbox"/>	<input type="checkbox"/>	Art Programs
<input type="checkbox"/>	<input type="checkbox"/>	Bicycling
<input type="checkbox"/>	<input type="checkbox"/>	Dance Programs
<input type="checkbox"/>	<input type="checkbox"/>	Disc Golf
<input type="checkbox"/>	<input type="checkbox"/>	Fitness Programs
<input type="checkbox"/>	<input type="checkbox"/>	Gardening
<input type="checkbox"/>	<input type="checkbox"/>	General Recreation Programs
<input type="checkbox"/>	<input type="checkbox"/>	Jogging/Running
<input type="checkbox"/>	<input type="checkbox"/>	Lap Swimming
<input type="checkbox"/>	<input type="checkbox"/>	Outdoor Recreation Programs
<input type="checkbox"/>	<input type="checkbox"/>	Preschool Program
<input type="checkbox"/>	<input type="checkbox"/>	Senior Center Programs
<input type="checkbox"/>	<input type="checkbox"/>	Skateboarding
<input type="checkbox"/>	<input type="checkbox"/>	Special Events (Egg Hunt, Concerts/Movies in the Park)
<input type="checkbox"/>	<input type="checkbox"/>	Swim Lessons
<input type="checkbox"/>	<input type="checkbox"/>	Tennis
<input type="checkbox"/>	<input type="checkbox"/>	Youth Enrichment Programs (Babysitting, Cooking, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	Youth Sports Programs (Basketball, Soccer, etc.)

24. What are the most convenient program times for you and others in your household? *Please select your top 2 choices*

- Drop-in formats, rather than on-going activities
- Weekday mornings
- Weekday afternoons
- Weekday evenings
- Weekend mornings
- Weekend afternoons
- Weekend evenings

25. What additional recreation activities or programs do you feel the City of Pullman should offer or expand? *Please select all that apply*

- Arts (drama, painting, etc.)
- Aquatic programs (swim lessons, water exercise, etc.)
- Before and after school programs
- Drop-in activities
- Fitness classes (aerobics, yoga, etc.)
- General interest classes (music lessons, computers, etc.)
- Outdoor/Environmental programs
- Special events (concerts in the park, festivals, movies, etc.)
- Sports (baseball, basketball, ultimate frisbee, etc.)
- Other (please specify)

26. Which groups are most under-served by current recreation services? *Please select your top two (2) choices*

- |   |   |
|---|---|
| <input type="checkbox"/> All groups served adequately | <input type="checkbox"/> Middle school youth          |
| <input type="checkbox"/> Adults                       | <input type="checkbox"/> People from diverse cultures |
| <input type="checkbox"/> Elementary youth             | <input type="checkbox"/> People with disabilities     |
| <input type="checkbox"/> Families                     | <input type="checkbox"/> Preschool                    |
| <input type="checkbox"/> High school youth            | <input type="checkbox"/> Seniors                      |

27. What role should the City of Pullman assume in organized youth sports and sports fields and facilities? *Please select one*

- Develop and maintain sports fields and facilities
- Develop and maintain sports fields and facilities and manage/develop sports leagues
- Develop sports fields and facilities and share maintenance responsibilities with private groups
- Not be involved in organized youth sports

28. How would you rate the recreation activities and programs provided by the City of Pullman? *Please select one (1)*

- Excellent: There are many opportunities to do all or most of the recreation activities and programs I enjoy.
- Very Good: There are numerous opportunities to participate in many of the recreation activities and programs I enjoy.
- Satisfactory: There are some opportunities to participate in the recreation activities and programs I enjoy.
- Not Very Good: There are a few opportunities participate in activities and programs I enjoy.
- Totally Inadequate: There are no opportunities to participate in any of the recreation activities and programs I enjoy.

29. Which one of the following statements best describes how you feel parks and recreation programs and facilities should be funded? *Please select one (1)*

- Mostly from user fees and some from tax dollars
- Mostly from tax dollars and some user fees
- 100% from user fees
- 100% from taxes - no fees should be charged to use recreation facilities and programs
- Don't know/Not sure

30. How would the following factors influence the amount you would pay for recreation activities and programs? For each factor, please mark the column that best describes how you would pay.

	Would pay more	Would consider paying more	Neutral	Would not pay more
Program is offered close to me	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Program offering of special interest to me	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Offered in a more appealing facility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Offered in conjunction with childcare or activities for my kids	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Offered at a more convenient time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



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Future Improvements

31. How can the City of Pullman park system be improved? *Please select your top two (2) choices*

- Acquiring land for future parks
- Developing new parks
- Acquiring natural area
- Maintaining existing parks and facilities
- Building new facilities, such as sports fields and community centers
- Upgrading existing parks
- Other (please specify)

32. If funding were available, which of the following facilities should have the highest priorities in Pullman. *Please select your top two (2) choices*

- Citywide trail system
- Community gardens
- Multi-purpose indoor community/recreation/senior center
- Off-leash dog area
- Sports fields (e.g., baseball, softball, soccer)
- More outdoor courts for basketball, pickleball, tennis, volleyball
- Water playgrounds/Splash pad
- Other (please specify)

33. What facilities would you most like to see in an indoor recreation center. *Please select your top two (2) choices*

- Aerobics/exercise classrooms
- Childcare
- Large multi-purpose/reception room
- Meeting room/classrooms
- Multi-use gymnasium
- Space for teen activities
- Weight room/fitness room



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Trails/Pathways

34. What type of trails/pathways should have highest priority in Pullman? *Please select your top two (2) choices*

- |   |   |
|---|---|
| <input type="checkbox"/> Nature trails (pedestrians only)       | <input type="checkbox"/> Trails that extend long distances (5+ miles)               |
| <input type="checkbox"/> Paved trails for walking, biking, etc. | <input type="checkbox"/> Trails that link neighborhoods with community destinations |
| <input type="checkbox"/> Trails designed for mountain biking    | <input type="checkbox"/> Trails that link with other existing trails                |

35. If you do not currently use pathways or trails in Pullman, what are your primary reasons? *Please select your top two (2) choices*

- |  |   |
|--|---|
| <input type="checkbox"/> Conflicts with other types of trail users | <input type="checkbox"/> Lack of trails and connections         |
| <input type="checkbox"/> Don't know where they are located         | <input type="checkbox"/> Poorly maintained                      |
| <input type="checkbox"/> Feel unsafe                               | <input type="checkbox"/> Too far away, not conveniently located |

36. What are the primary reasons to develop more trails in Pullman? *Please select your top two (2) choices*

- |   |  |
|---|--|
| <input type="checkbox"/> Exercise                             | <input type="checkbox"/> Increase non-motorized transportation options |
| <input type="checkbox"/> Experience nature                    | <input type="checkbox"/> No additional trails are needed               |
| <input type="checkbox"/> Improve children's access to schools | <input type="checkbox"/> Recreation                                    |